



Kirkland and District Hospital

145 GOVERNMENT ROAD EAST - POSTAL BAG SERVICE 3000
KIRKLAND LAKE, ONTARIO, CANADA
P2N 3P4

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CHAIR OF THE BOARD

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PLEASE DO NOT REMOVE FROM BULLETIN BOARD

(If you require a copy, please see the Human Resources Department.)

VACANCY

<u>POSTED</u>	March 2, 2010	Ref: Serv 10-06
<u>DEPARTMENT</u>	Housekeeping	
<u>POSITION</u>	Housekeeping Aide	
<u>STATUS</u>	Full-time	
<u>RATE</u>	per Collective Agreement	

REQUIREMENTS:

- ▶ Ontario Secondary School Diploma
- ▶ Must be able to read and understand instructions in English
- ▶ Must have problem-solving and decision-making skills and be able to work as a member of the team
- ▶ Must be able to work with a minimum of supervision
- ▶ Must be willing to work flexible hours
- ▶ Ability to do lifting, stretching, climbing, standing, walking long periods, use floor machines and other types of heavy equipment
- ▶ Demonstrated ability to attend work promptly and regularly and to maintain same
- ▶ Ability to interact pleasantly with public, customers and all staff
- ▶ Main principles of confidentiality
- ▶ Other duties as assigned
- ▶ Knowledge of Infection Control Procedures
- ▶ Excellent time management skills required
- ▶ Bilingualism an asset
- ▶ Other duties as assigned

CLOSING DATE: March 11, 2010 @ Noon

Only those applicants who submit to the Human Resources Department by the closing date, a COVERING LETTER indicating the position applied for and a COMPLETE AND CURRENT RESUME (including internal applicants), will be considered.

Working Together To Meet *YOUR* Health Care Needs