



INUIT SERVICES INCORPORATED

A SUBSIDIARY OF BERING STRAITS NATIVE CORPORATION

OPEN POSITION DESCRIPTION

Title: Lead Custodian
Company : Inuit Services
Job Type : Full Time/Temporary
Career Level : Experienced (Non-Manager)
Location : Nome, Alaska
Education : High School or equivalent
Category : Maintenance/Cleaning

Primary Function :

Inuit Services is seeking a Lead Custodian to schedule, plan, coordinate, assign and inspect and perform the final construction cleaning of the Norton Sound Regional Hospital. Duties include performing initial cleaning of all walls, windows, mechanical and electrical systems, floors and cabinetry following the construction completion as well as final cleaning of all areas prior to final project turn over.

Essential Duties & Responsibilities:

- Coordinates with the General Contractor for work availability.
- Schedules, assigns and inspects the work of cleaning crew.
- Recommends purchase of cleaning equipment and materials necessary to complete work.
- Participates in cleaning duties.
- Maintains a clean safe jobsite.
- Participates in hiring and firing of cleaning crew.
- Keep work areas supplied with materials and clear of debris.
- Current First aid Certification, helpful.
- Perform other related duties as required.

Job Requirements :

- High School Diploma or equivalent General Educational Development (GED) Certificate.
- Construction final cleaning experience beneficial.
- Must have at least two (2) years of custodial supervisory experience; OR Any equivalent combination of experience and/or education from which comparable knowledge, skills and abilities have been achieved.
- Injury exposure could be cuts and bruises; considerable physical effort of hands and arms required.
- Must be willing to work in Nome, Alaska for period of final cleaning (approx 6 months)
- Must work in overhead structures and around and beneath structures.
Must have knowledge of acceptable custodial services including occupational safety and health regulations.
- Must have the ability to communicate both orally and writing with internal and external co-workers.
- Must have the ability to provide clear and concise directions.
- Must be able to determine the kind of tools and equipment needed to complete each task assignment.

Inuit Services, Inc.

Job Description: Lead Custodian

- Must be comfortable with high intensity work environment.
- Must have an Alaska Driver's License.

Working Environment / Physical Activities :

This position requires the ability to maneuver around maintenance sites, see, hear, and verbally communicate with co-workers and clients. Essential and marginal functions may require maintaining physical condition necessary for sitting, walking or standing, lifting, pushing, pulling, twisting, throwing, reaching, squatting, stretching, bending for prolonged periods of time; at times lift and carry as much as 50 pounds; near visual acuity to review written documentation; ability to hear and understand speech at normal room levels.

Bering Straits Native Corporation and Subsidiaries are Equal Opportunity Employers. Preference will be given to BSNC Shareholders and Alaska Natives in accordance with Title 43 US Code 162(g) and Title 42 US Code 20003-(i). Drug free workplace.

We participate in the E-Verify Employment Verification Program.

To apply, please go to www.beringstraits.com