



National Office: 20385 64 Avenue, Langley, BC V2Y 1N5 | 1.800.563.1106 | 604.514.2000 | powertochange.org

Corporate Services: Custodian

Job Description

Job Categories:	Housekeeping; Cleaning; Office Maintenance
Position Type:	On-Call; Part-time; Casual (approx. 4 hours/week)
Job Region/Location:	Headquarters: Langley, BC
Reporting Relationship:	Reports to Headquarters Operations Manager
Working Conditions:	Labour intensive in office environment
Funding:	Centrally-Funded
Application Deadline:	February 20, 2010

Position Overview

Power to Change seeks to glorify God by making a maximum contribution toward helping to fulfil the Great Commission in Canada and around the world by developing movements of evangelism and discipleship. We envision millions of volunteers engaged in faith adventures that transform lives through the power of the gospel. You can be a part of this movement of change by applying skills in PTC Ministries. This position would be responsible for the cleaning and maintenance of the headquarters building which includes tenant areas.

Responsibilities

Daily:

- Vacuuming traffic areas (halls, center stairwell, etc)
- Collecting garbage
- Clean and stock washrooms
- Damp mop all hard floors
- Clean elevator
- Clean glass entrance doors
- Clean all counters in public areas (kitchens etc.)

Weekly:

- Wall-to-wall vacuum
- Vacuum side stairwells
- Spot clean glass as needed
- Wipe (disinfect) telephones
- Wipe down stair railings and door handles in public areas (ie access doors)
- Clean showers

Monthly:

- Detail dusting
 - Picture frames, door frames, cubical wall tops, window sills, etc.

Education and Experience:

- Previous cleaning experience an asset

Required Skills and Abilities:

- A growing personal relationship with Jesus Christ
- A passion for Christian ministry work
- Strong attention to detail and cleanliness
- Self-motivator: can work independently
- Friendly and personable
- Organized

Funding:

This position is centrally funded.

Please send your resume and cover letter or inquiries to: opportunities@powertochange.org

*** We thank all applicants for their interest in Power to Change; however, only suitable candidates will be contacted to continue the application process. ***

The [mission](#) of Power to Change is to further the movements of Christian evangelism and discipleship. All Power to Change staff members and volunteers work collectively to further this overall religious mission. The successful candidate for this position must have a pre-existing belief and demonstration of lifestyle as outlined in the Power to Change Code of Conduct and Statement of Faith. The successful candidate must agree to, sign and, in all good conscience abide by the biblical principles outlined by these documents. It is a pre-requisite of employment at Power to Change that any and all staff members and volunteers sign and abide by these documents throughout their course of involvement at Power to Change. For a copy of the Code of Conduct and Statement of Faith, please email hr@powertochange.org.