



Posting #26-01

Custodian

Casual, Contract (up to 8 months) – 2 positions

Primary Saturday Day Shifts (Weekday Coverage as Needed)

All Locations

Posting Date: January 7, 2026 **Posting Closing:** January 28, 2026 at 4:00 pm

This is a posting for an existing vacancy.

The position of Custodian is responsible for the cleaning and maintaining of facilities and premises under the supervision of the Facilities Manager.

What You'll Do

- Cleans in accordance with schedule provided and as required with emphasis on cleaning washrooms, vacuuming carpets, cleaning floors, dusting and removing garbage.
- Undertakes some grounds maintenance including but not limited to litter removal, snow shoveling, salting walks and weeding.
- Creates, responds to and updates facility requests through the digital work-order portal.
- Function as key holders for multiple locations.
- May assist with event set up and tear-down.
- Monitors facility related issues such as required maintenance and custodial supplies and reports as applicable.
- Occasional interactions with the public (directional and general inquiries).

What You Bring

To be qualified for and successful in the role, you should have:

- **Required** – Successful completion of secondary school (high school) or equivalent
- **Required** – Six (6) months prior related experience
- **Required** – Six (6) months experience cleaning in a working environment
- **Required** – Physical ability to lift approximately 30 lbs. from floor to waist and from waist to shoulders periodically; Capability to perform such activities as stooping, crouching, kneeling, pushing, pulling of awkward objects
- **Required** - Demonstrated basic ability to work with task-specific software (e.g., Microsoft 365/Office)
- **Required** – A Police Criminal Record Check and Judicial Matters Check
- **Required** – Valid Driver's license, access to a vehicle, and ability to work at any location
- Proficient communication and problem-solving skills
- An inclusive and empathetic approach and a service-oriented mindset
- The ability to follow detailed processes and balance multiple tasks and responsibilities
- A passion for supporting the diverse interests and needs of the Cambridge community

Why Cambridge Public Library (CPL)?

Working at Cambridge Public Library offers you the opportunity to be part of an organization that is welcoming, collaborative, and passionate about the community.

By joining our team, you'll become part of a passionate group of professionals dedicated to enriching lives and inspiring lifelong learning.

- **Retirement Savings:** Membership in OMERS, one of Canada's largest defined benefit pension plans, can help provide a secure and stable income in retirement. You'll be eligible on the first day.
- **Reliable Work Schedules:** We understand the importance of work-life balance. Our scheduling process ensures that you'll have a consistent schedule.
- **Positive Work-Life Balance:** We strive to maintain a positive work-life balance, ensuring that you have the time and energy to enjoy life outside of work.

Wage: \$25.91 per hour (Level 4 in our salary grid).

Hours of Work: Casual - Primarily Saturday day shifts, with occasional weekday coverage as needed.

How to Apply

To be considered for the position, applications must be received by 4:00 pm EST on **January 28, 2026**. **Late applications will not be considered.**

1. Tell us why we should consider you for this position! Please provide both a cover letter and resume, combined as a single PDF document (no links, please).
2. Submit your application by email to recruitment@cambridgepl.ca
3. When applying by email, please quote "26-01 Custodian - Casual" in your email subject line

The anticipated start date for this position is **February 2026**.

The position is open to internal and external candidates. We thank everyone for their interest, however only those candidates selected for further consideration will be contacted.

Additional Information

- Cambridge Public Library aspires to employ a staff complement that fully represents the diversity of the community we serve. All qualified individuals who would contribute to the further diversification of our organization are encouraged to apply.
- Cambridge Public Library is an equal opportunity employer and is committed to accommodating individual needs in accordance with the Accessibility for Ontarians with Disabilities Act (AODA). If you need any accommodations during the hiring process, please contact Human Resources at hr@cambridgepl.ca.
- For more information about us, please visit our website at <https://cambridgepl.ca/>.
- A Police Criminal Record Check and Judicial Matters Check that is satisfactory to CPL **will** be required.

- Applicants must be legally entitled to work in Canada. Cambridge Public Library (CPL) will communicate regarding employment opportunities via email and/or telephone. Applicants are required to maintain up-to-date contact information. As communications may be time-sensitive, applicants are encouraged to monitor their email and voicemail regularly. Failure to respond may be interpreted as a withdrawal of interest in the position. If it is determined that any information submitted is inaccurate, misleading, or incomplete, Cambridge Public Library (CPL) may, at its discretion, remove the application from further consideration.