**The Cathedral Church of St. James, Toronto**

**EMPLOYMENT ADVERTISEMENT**

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| **POSITION TITLE** | Custodian /Building Services Worker |
| **POSTING DATE** | Monday August 18th, 2019 |
| **EFFECTIVE DATE** | August |
| **LOCATION** | The Cathedral Church of St. James  65 Church Street  Toronto, ON M5C 2E9 |
| **REPORTS TO** | Property Manager/Assistant Property Manager |
| **BASE WAGE** | $16.50 per hour |
| **STATUS** | Part-time |
| **JOB SUMMARY**  The Cathedral Church of Saint James and the Saint James Cathedral Centre are looking for high energy candidates to serve the needs of our operation. Saint James Cathedral Centre serves as a premiere event space for corporate events, banquets, and various other functions, as well as programming for the Cathedral.  We are looking for individuals that are dependable, efficient and willing to work irregular hours depending on the events schedule. Workers are responsible for set up and tear down of events as well as ensuring that the building is kept in a clean and orderly fashion. Workers are also responsible for performing general building and property maintenance when required.  A combination of secondary school completion as well as previous experience in **event set up** would be considered an asset. | |
| **APPLICATION PROCESS**  Please submit your resume with a cover letter to Jim Kotsifas, Property Manager at propertymanager@stjamescathedral.on.ca or by fax at 416-364-0295. Resume and cover letter may also be mailed or dropped off to:  **St James Cathedral Centre**  **ATTN: Jim Kotsifas**  **65 Church Street**  **Toronto, ON M5C 2E9**  **Office Hours: Monday to Friday; 9:00am-5:00pm**  **Closed Holidays** | |