

Located an hour east of Toronto, the thriving Southeastern Ontario community of Northumberland County has a rich history of agricultural production, world-class manufacturing, and economic viability. As the upper tier of municipal government, we weave together seven diverse yet complementary municipalities.

Currently, we are looking to fill the following vacancy:

### **Housekeeping Aide – Golden Plough Lodge**

Two (2) Casual Positions

The Golden Plough Lodge is a one hundred and fifty-one (151) bed long-term care facility that is owned and operated by the County of Northumberland.

As a member of the Environmental Services team, you will be responsible for cleaning and servicing all bedrooms, bathrooms, utility areas, lobby areas, dining rooms and serveries, furniture, and other rooms and spaces as required. Duties will include: replenishing hand soap, chemicals, paper towels, cups and toilet tissue; all high and low dusting; vacuuming carpeted areas; polishing and dusting all furniture; moving residents' personal belonging as required; cleaning mirrors; cleaning interior of windows; dusting and damp mopping floors; and other duties as assigned. You will also be responsible for emptying wastebaskets and transporting other trash and waste to disposal areas. Your job duties are critical in the effective cleanliness of the long-term care home and to assure that the highest degree of quality in resident care is maintained at all times.

The ideal candidate is a grade 12 graduate capable of coping with a physically demanding workload. You have previous experience in institutional housekeeping, infection control procedures, and knowledge of the sanitation and safety code. You must have good oral and written communication skills, interpersonal skills and patience, ability to work independently and as part of a team, time management and organizational skills, and a proven good attendance record.

The successful candidate will be required to submit a satisfactory vulnerable sector check prior to the commencement of employment.

We thank all applicants for their interest, however, only those selected for an interview will be notified.

When emailing your application, please indicate what source you found this posting in and please ensure your cover letter, résumé, and any other supporting documents are submitted in one file (preferably MS Word (.doc) or Adobe (.pdf)). Please also indicate in your cover letter your preferred method of contact: text, email, or phone call.

We invite you to submit your application **by 4:30pm on Friday, February 3, 2023** to:

Human Resources  
County of Northumberland  
555 Courthouse Road  
Cobourg, ON K9A 5J6  
**Email: [hr@northumberland.ca](mailto:hr@northumberland.ca)**  
Fax: 905-372-3046

Please note that accommodations are available, upon request, to support applicants with disabilities throughout the recruitment process. Please e-mail your request to [accessibility@northumberland.ca](mailto:accessibility@northumberland.ca) or call 905-372-3329 ext. 2327. Alternative formats of this job posting are available upon request.

Personal information collected through the recruitment process will be used solely for the purpose of candidate selection, in accordance with the Municipal Freedom of Information and Protection of Privacy Act.