

## Janitor

### Job Summary

To carry out the various tasks and duties assigned to maintain the ongoing cleanliness and organization of the facility.

### Specific Responsibilities

- To work in a clean, safe, and organized manner, as outlined in the Health and Safety Program; this includes crane training and use, as well as material handling
- Ensure all garbage containers and chip bins are emptied on a regular basis
- Keep all floors swept and free of debris
- Clean aisle ways with the automated floor cleaner
- Ensure that bottles containing coolant, oil, and thinners, etc. are filled and ready for use including appropriate labelling
- Ensure that employee washrooms are stocked with supplies, moped daily, and litter free
- Inform the front office when shop supplies are required to be purchased
- Aid in any shipping and receiving functions
- Utilization of the lift truck when required
- Perform all other duties as assigned

### Knowledge and Skills

- Grade 12 O.S.S.D. or equivalent
- Valid Ontario Driver's license
- Must be willing and able to achieve your lift truck and crane certifications

### Experience

On-the-job training. Experience in a machine shop would be an asset.

*We thank all applicants for their interest. Please note that due to the volume of resumes, only candidates selected for an interview will be contacted.*

*Reko International Group Inc. is committed to developing a diverse and inclusive workplace. We encourage candidates from diverse backgrounds, including those who may need accommodations, to apply to join our team. In accordance with the Accessibility for Ontarians with Disabilities Act (A.O.D.A.) please contact us should you require accommodation to apply or if selected to participate in an assessment process.*



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## **Company Background**

### ***Strengthening communities by advancing manufacturing.***

*Concorde Precision Machining, a subsidiary of Reko International Group Inc., specializes in large & medium precision milling and boring machining for the transportation, energy, and oil and gas industries.*

*We are continuously seeking out the best and the brightest to become an integral part of a life-long opportunity and contribute to a vibrant future at our company. At Reko, we invest in our people and give them the tools they need to achieve success by offering apprenticeship programs, tuition reimbursement, and referral bonuses.*

*Adhering to our core values of respect, customer focus, innovation, flexibility, teamwork, honesty, and dedication, we work creatively to ensure that our customers get what they request, on time. We will maximize value for all stakeholders. Our supportive family culture means that we embrace diversity; that we work together; and that we enjoy lots of social events together too.*

*Don't wait! Join our family today!*

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