



10 Algoma Street South  
Thunder Bay ON P7B 3A7  
807.345.5552  
magnustheatre.com

## Facilities Caretaker

### About the Position

Reporting to the leadership team, the successful candidate will be responsible for maintenance and cleanliness of Magnus Theatre's facilities. The Facilities Caretaker will represent Magnus Theatre in a professional manner and is an ideal role for an independent individual with good time management skills.

### Responsibilities

- Vacuuming and washing floors and carpets
- Cleaning washroom facilities
- Emptying garbage and recycling receptacles
- Dusting
- Sweeping and mopping auditorium floors
- Cleaning upholstered and hard surfaced seating
- Cleaning windows and doors
- Maintaining supplies
- Cutting lawns and maintaining gardens
- Cleaning snow with shovels, brooms or snowblowers, applying salt and sand to sidewalk and parking lot to mitigate ice build-up
- Taking responsibility for any keys given and to return any such keys on demand
- Abiding by all company rules, policies, and bylaws which may from time to time be posted by Magnus Theatre
- Carrying out additional duties as requested by Magnus Theatre Management

### Qualifications

- Strong time management and organization skills
- Ability to work independently under self-direction and to prioritize tasks
- Desire to work within and maintain a highly effective and positive team culture

### Further Information

This is a part-time role, and the successful candidate will work onsite in Thunder Bay, Ontario to grow Magnus Theatre alongside our vibrant, team-oriented staff. Magnus Theatre offers flexible working hours.

The compensation package includes a wage of \$17.50 per hour.



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### **Application Process**

If you feel that you could make a meaningful contribution in this role, please send a cover letter and resume in a single PDF file to [executivedirector@magnustheatre.com](mailto:executivedirector@magnustheatre.com) prior to Monday August 19<sup>th</sup>.

Magnus Theatre is committed to equity, accessibility and creating a safe and healthy workplace. If you require any accommodations during the recruitment process, please let us know alongside submission of your application.

We thank all applicants for their interest, however only those candidates selected for interviews will be contacted.

### **About Magnus Theatre**

Founded in 1971, Magnus Theatre is Northwestern Ontario's only professional theatre, a not-for-profit registered charity, and a full member of the Professional Association of Canadian Theatres (PACT). For over half a century, the theatre's well-crafted productions have earned it a reputation as a leading arts organization in the region and beyond. Magnus Theatre produces seven Mainstage productions annually and a full array of Theatre in Education programs, serving over 40,000 individuals throughout Northwestern Ontario each year. For more information, please visit [magnustheatre.com](http://magnustheatre.com).