



## **HOUSEKEEPING AND KITCHEN SUPPORT**

The Southdown Institute is a recognized industry leader in the provision of integrated mental health services. We are dedicated to clinical and organizational excellence in providing preventative and restorative care, using the best of psychological science and practice integrated with the wisdom of the Catholic spiritual tradition. Our highly experienced multidisciplinary team is dedicated to helping our clients find healing and well-being.

Southdown is located in Holland Landing (York Region), and is accessible from the GTA or Simcoe County. Our award-winning fully accessible facility is located in a setting of natural beauty on 37 private acres. Southdown provides a welcoming and supportive environment conducive to healing and well-being of body, mind, and spirit.

### **Position Summary:**

We are seeking to fill a full-time, permanent position of Housekeeping and Kitchen Support, which includes a comprehensive benefits package and pension plan.

Hours are Monday to Friday, 7:00 am to 3:00 pm (37.5hr/week).

### **Responsibilities:**

The Housekeeper will be part of a three-person team responsible for all general cleaning at Southdown. The housekeeping team ensure a safe working environment for staff and residents by meeting all public health standards and regulations. The job includes housekeeping and kitchen support, the housekeeping tasks include vacuuming, mopping, cleaning, and disinfecting of 22 resident bedrooms with ensuite and shared areas. The Kitchen support tasks include cleaning the dining room, washing dishes, and serving the residents meals in addition to other duties.

### **Qualifications:**

The ideal candidate has a positive demeanour and a willingness to help out with whatever needs to be done. We are looking for someone who can deal professionally and courteously with residents and maintain appropriate personal boundaries. Knowledge of institutional housekeeping practices is an asset.

### **Physical Requirements:**

Some bending, stretching and lifting (20-25 lbs) is required, and use of short ladders or step stools.

**Application Process:**

To apply for this position, please email or mail your resume and any supporting materials to:

Email: [cdodgson@southdown.on.ca](mailto:cdodgson@southdown.on.ca)

Mail: Christine Dodgson  
Human Resources  
The Southdown Institute  
18798 Old Yonge Street  
Holland Landing, ON L9N 0L1

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

*We are committed to equity, value diversity, and welcome applicants from diverse backgrounds and faiths.*

