



Positions Required at the JCCC – Porters

Weekend and Evening Porters (multiple positions)

Job posting #4232

The JCCC is looking for part-time **Porters** (3pm to 11pm) for Evenings and Weekend Days and/or Evenings. Job duties are related to the maintenance of the building and its grounds (supervised/unsupervised). May occasionally require extra hours after 11PM to clean up and/or complete the set up for the next morning.

Responsibilities include:

Event set up/breakdown (includes moving, stacking, setting up chairs, tables, and stage decks, moving small pieces of furniture, etc.)

Walkway maintenance (snow/leaf removal)

Some custodial services (removing garbage, cleaning the floor and furniture, etc.)

Close the building at 11pm

Candidates should have excellent organizational and communication skills, as well as being a self-starter. The ability to work under pressure and adapt to changing priorities in order to meet deadlines is essential. Good interpersonal skills and problem-solving skills are an asset. Basic Audio-Visual setup knowledge is a strong asset, but not compulsory.

The job involves 90% physical work and a lot of walking, standing, and moderate to heavy lifting (16-50lbs)

Please send your application to hr@jccc.on.ca and mention that you are applying for the Porter position. Please indicate your Days and Hours of availability.

The positions are located at the JCCC, 6 Garamond Court, Toronto, ON M3C 1Z5

Please refer to **Job Posting #4232**

While we appreciate your interest, please note that only qualified candidates will be contacted.

For more information about this Job Posting, please visit <https://jccc.on.ca/about/careers>.