



Job Posting Lobby Screeners (2 positions)

Momiji Health Care Society is a non-profit organization providing services to senior citizens of primarily Japanese-Canadian descent, in an effort to maximize their independence, health, and quality of life. We are currently seeking temporary contract workers to assist with lobby screening at Momiji Seniors Residence.

Date Posted:	September 21, 2020
Start Date:	As soon as possible
Working Hours:	Varying shifts between 8:00AM and 4:00PM, 7 Days a week
Reports to:	Manager of Seniors Residence
Hourly Rate:	\$14.50 per hour

Responsibilities include, but are not limited to:

- Taking temperatures
- Screening visitors to the building to ensure they have passed the screening process and have a valid reason for visiting
- Receiving packages
- Providing any additional information to visitors as needed
- ***Keeping records of screening done***
- Other duties as assigned.

Requirements:

- Position will require the wearing of a mask any time outside of scheduled breaks
- Employee may request use of further PPE like face shield, gloves, etc. subject to approval of manager responsible for infection prevention and control
- Basic infection prevention and control training will be done on the starting day

A successful candidate will possess the following strengths/skills:

- Punctual
- Strong attention to detail
- Responsible
- Courteous and helpful presentation
- English language skills required; Japanese language skills an asset

Physical Requirement

- Light lifting involved in helping transfer delivery of small parcels received to tenants' apartments in the building

Momiji Health Care Society is a diverse work environment and equal opportunity employer. We encourage applications from all persons, including persons with disabilities. Accommodation will be provided if needed in accordance with the Ontario Human Rights Code and Accessibility for Ontarians with Disability Act.

Interested Applicants should forward their resume and cover letter to Aki Yang, Payroll Manager in person or by email jobs2020@momiji.on.ca by October 5, 2020 at 4:00pm.

While we thank all applicants for their interest, only those applicants selected for interview will be contacted.