

Tulmar designs, manufactures and distributes engineered protective textiles, survivability and safety solutions for the Aerospace, Defense and Public Security industries.

Headquartered in Hawkesbury, Ontario, Tulmar operates a modern 60,000 square foot facility with equipment ranging from computerized cutting tables, stitching machines R.F. (radio frequency) welding and heat sealing equipment to highly sophisticated testing and certification equipment including cold temperature test chambers, inertia reel testing equipment and computerized measurement and test equipment for quality inspection.

We are currently looking for a **Custodian/Production Support** to join a dynamic & close-knit team!

Under the guidance of the Operations Manager, the Custodian/Production Support is responsible for all janitorial-related duties in support of the daily operations of Tulmar Safety Systems Inc. More specifically, the Custodian is accountable for cleaning, maintaining the building, surrounding grounds and supporting the Maintenance Department. The Custodian may be called in to support production activities based on capacity.

Duties & responsibilities:

Custodian:

- Operates vacuum cleaners to remove scraps, dirt, heavy debris etc.
- Washes windows, office and office cubicles, interior walls, ceilings and fixtures
- Empties recycling bins, trash cans and other waste containers
- Sweeps, mops, scrubs and waxes hallway and floors
- Cleans and removes snow and ice from walkways, exits and windows using snow blower, snow shovel and snow melting chemicals.
- Cleans, disinfects, services and supplies restrooms.
- Performs other routine maintenance jobs such as painting, drywall and drywall repair.
- Waters and tends to plants and grounds.
- Cut Grass, trim trees and maintain flower beds.
- Moves heavy furniture, equipment and supplies.
- Ensure that security and safety measures are in place in the establishment.
- Opens and closes the building and sets alarms.
- Operates lift truck and operates jigger to load, unload and transport heavy equipment, furniture or heavy boxes.
- Assembles boxes and crates and packs goods to be shipped.
- Performs general production duties.
- Ensure were following 5S.
- May be required to travel to pick up supplies.
- Assists with food and equipment purchase and performs cleaning and set-up for

company sponsored BBQ's.

- Assist with Repair/Maintain Machinery
- General Building Maintenance Tasks
- All other duties as required.

Production Support:

- Understanding of drawings and production orders, as well as other shop-floor documentation as required.
- Lay, cut and mark various materials.
- Operate various manufacturing equipment and assist machine operators, assemblers and other workers.
- Assembly of products.
- Sand parts and/or composites as required.
- Sort, pack, crate and package materials and products.
- Responsible for ensuring that products are processed per specifications.

What you need to succeed:

- Knowledge of building security system and procedures
- Basic English communication skills both oral and written
- Ability to work independently with little or no supervision
- Capable of working in a team environment
- Valid driver's license and passport
- Valid Police Records Check
- Valid Lift Truck license
- Flexible and willing to accept new challenges