

Building Services Worker 1 - Regina

Permanent Part Time: 1 position

Location: Regina

Internal/External Job Posting: #2026-30

Posting Date: September 18, 2026

Closing Date: October 2, 2026

Pay Band 3 (\$29.03 to \$34.83)

If you've got a knack for fixing, cleaning, or organizing — we've got a place for you!

Join SGEU Today!

OUR WORKPLACE

SGEU fosters a collaborative work environment rooted in excellence, providing a range of labour relations services to over 20,000 members across Saskatchewan. Guided by a culture of teamwork, professionalism, and accountability, we operate on the traditional territories of Treaty 4 (Regina) and Treaty 6 (Saskatoon and Prince Albert) and the homeland of the Métis nation. We are grateful for the opportunity to live and work on these lands and remain committed to advancing truth and reconciliation.

WHO YOU ARE

Candidates will have the following qualifications:

- Certified in Workplace Hazardous Materials Information System (WHMIS);
- Thorough understanding of Occupational Health and Safety regulations and safe work practices;
- Accountable for prioritizing preventative maintenance best practices including responding to fluctuating repairs, cleaning tasks, and building security measures according to needs;
- Experience using hand and power tools such as drills, power saws, sanders, etc.;
- Demonstrated experience with some features of Microsoft Office 365 such as: Word, Outlook and TEAMS;
- Experience with automated building services software such as heating and cooling systems;
- Understanding of safe lifting practices and ability to lift 50+ pounds;
- Valid class 5 driver's license.

Candidates will have the following primary duties and the knowledge, skills and abilities to complete them:

- Demonstrated ability to vacuum, dust, sweep, mop and clean SGEU office building including individual office spaces, meeting rooms, hallways, kitchen areas, etc.;
- Ability to exercise discretion and problem solving;
- Maintains daily cleanliness of washrooms by cleaning toilet facilities, sinks, and restocking towels, soap and other items as required;
- Experience with waste management and appropriate secure recycling processes;
- Ability to work in a team environment with minimal supervision;
- Superior organization skills with a proven ability to multi-task, while maintaining quality work performance;
- Performs minor maintenance work including painting, drywalling, replacing ceiling tiles, plumbing, etc.
- Outdoor responsibilities include cleaning and removal of snow from walkways and driveways;
- Responsible for routine yard and gardening such as mowing and watering lawn;

- Ability to operate yard maintenance equipment such as a snowblower, lawn mower, and leaf blower;
- Ability to move furniture;
- Accountable for loading and unloading trucks, trailers, and other SGEU vehicles as required;
- Responsible for assisting with event set-up such as setting up tables and chairs; and
- Performs other duties as assigned.

OUR BENEFITS

- Competitive salaries
- Earned days off
- Dental care benefits
- Vision care benefits
- Extended health care benefits
- \$1,000/year, Health Spending Account
- Pension plan
(11% employer funded, 7% employee funded)
- Long-Term Disability coverage
- Annual clothing allowance of \$250.00
- Continued education and professional development

HOURS OF WORK

This part-time position will work Monday to Friday, 5:00 PM – 8:00 PM. Additional hours will be offered as needed to backfill the full-time Building Services Worker1 position during sick leave, vacation leave, and earned days off. Some weekend work may be required.

OUR COMMITMENT TO DIVERSITY

SGEU is committed to the full participation of diversity groups. These groups include all equity groups recognized by the Saskatchewan Human Rights Commission: Indigenous Peoples, Members of Visible Minority Groups, Racialized Groups, Persons with Disabilities and Women in Under-Represented Roles, as well as LGBTQ2s+ persons and Newcomers to Saskatchewan.

HOW TO APPLY

If this role and SGEU sound like an exciting fit for you, we invite you to apply! Candidates must be eligible to work in Canada. Required work permits or other authorizations which may be required are the sole responsibility of the candidates applying. Candidates are asked to provide a cover letter and résumé detailing specific experience as it relates to this competition to recruitment@sgeu.org

***Only candidates selected for an Interview will be contacted.
USW Local 9841 qualified candidates will be given first consideration.***