



School District No. 43 – Coquitlam – Position Posting

Manager of Custodial Services



Work week – Monday – Tuesday (Days) and Wednesday – Friday (Afternoons)*

**Hours subject to change on days when school not in session*

This position is being advertised internally and externally concurrently.

An exciting opportunity exists at School District No. 43 (Coquitlam) for **Manager, Caretaking Operations**. As the third largest school district in BC with approximately 4,400 employees and 34,500 students in 70+ schools, we serve the communities of Coquitlam, Port Coquitlam, Port Moody, and the villages of Anmore and Belcarra. Our school district values a coordinated, collaborative approach to working with our students, parents, community partners, the public, and employee groups. As one of Canada’s best employers For Company Culture (Forbes, 2025), School District 43 (Coquitlam) values diversity in the workplace and strives to honour each person’s unique lived experiences. We welcome and encourage applications from candidates with varied backgrounds, cultures, races, abilities, and intersectionality.

This position is responsible for the day-to-day supervision and coordination of custodial operations across the District, ensuring safe, clean, and welcoming learning and working environments. The role provides direct leadership to Caretaking Supervisors and custodial staff, including staffing, training, performance management, attendance management, labour relations and collective agreement administration, and health and safety. Working closely with the Senior Managers of Caretaking, school administrators, Human Resources, contractors, and vendors, the position supports operational planning, emergency response, custodial standards, and the effective deployment of resources. The Manager provides technical and managerial support to schools and staff while promoting consistent service delivery and operational efficiency throughout the District. For a complete job description, click [HERE](#).

Required Education and Experience

- Completion of Grade 12 or equivalent plus applicable post-secondary courses including a Building Service Worker Certificate.
- Minimum of 3-5 years related supervisory work experience, preferably in a complex multi-union public sector environment
- Demonstrated ability to plan, organize, and implement solutions to issues and operational problems
- Excellent managerial, interpersonal, negotiating, coaching, team building, dispute resolution and communication skills
- Proficient in the use of Microsoft Word and Excel and excellent verbal and written skills
- Experience in the education sector is an asset
- A valid class 5 BC Driver’s license and business use of personal vehicle

Applications will be assessed as they are received.

The annual salary range for this position is \$97,706 - \$122,132 and is complemented with a generous benefits package including Municipal Pension Plan. The successful applicant will be required to successfully complete two criminal record checks.

Your application must include your resume, proof of education, and three reference contacts (including email). One of your references must be from your current supervisor.

To apply, please click on the following link: [Make A Future](#)

Applications must be received no later than Wednesday, July 22, 2026, at 4:00 pm.

The district appreciates the interest expressed by all applicants, but only those selected for an interview will be contacted.

“The deliberations of employees, and Committees used to screen and consider job applications, shall be kept in strict confidence, and shall not be disclosed to any person except as required by law. Personal references, recommendations and evaluations collected or generated by Board employees and Committee members as part of the Board’s hiring processes (other than references whose authorship and content is already known to the job applicant) shall be treated as having been supplied in confidence to the Board for the purposes of the *Freedom of Information and Protection of Privacy Act*.”.