

Posted Dec. 6, 2024

Cleaner

We are seeking a reliable and detail-oriented Cleaner to maintain a safe, clean, and welcoming environment at Royal City Mission. This position is crucial to ensuring that our spaces are presentable and functional for staff, volunteers, and program participants.

Employment Type: Contract (9 hours/week)

Contract: January 1, 2025 - December 31, 2025 (*Earlier start date available*)

Compensation: \$21.30/hr to \$21.68/hr

Vacation: 6% vacation pay (equivalent to 3 weeks), paid out with each paycheque

Additional Details: Mondays to Wednesdays

Responsibilities and Duties

Facility Cleaning and Maintenance

- Perform regular cleaning of program & common areas, offices, kitchens, and washrooms.
- Maintain cleanliness of floors, including sweeping, mopping, and vacuuming.
- Empty waste bins and dispose of waste appropriately, ensuring bins are placed at the street for collection.

Restocking and Supplies

- Restock paper products and hygiene items as needed.
- Monitor inventory and notify the supervisor when supplies need replenishing.

Safety and Compliance

- Ensure all cleaning practices comply with health and safety standards.
- Address spills and hazards promptly to prevent accidents.
- Follow all WHMIS guidelines for safe handling, storage, and disposal of cleaning chemicals and hazardous materials.

Special Cleaning Tasks

- Perform occasional deep-cleaning tasks, such as carpet cleaning or window washing.
- Assist in setting up or cleaning spaces for events and programs.

Maintenance Support

- Identify and report any facility issues, such as broken equipment or fixtures, to the Operations & Finance Manager.

Reporting

- Report to Director of Finance & Operations

Please send your resume and references to staff@royalcitymission.ca



**ROYAL CITY
MISSION**

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