

Cleaning Staff - Job Description

Cedarcrest Foundation is seeking Cleaning Staff, who will keep its Conference Centre neat, clean and orderly. Reporting to the Administration Director, this is a hands-on position with opportunities for the successful candidate to learn and expand their skills set.

What is in it for you:

- Competitive wages bi-weekly
- Vacation Pay
- Commuter benefit
- Health benefit
- Other bonus
- Paid breaks
- Opportunity to develop your talents

What you will be doing:

- Cleaning and disinfecting all surface areas, including bathrooms, kitchens, dining rooms, bedrooms, classroom, sacristy and oratory
- Replacing toilet paper, soap and towels
- Dusting the surfaces in all rooms
- Mopping and polishing floors
- Picking up any trash and emptying the trash bins (sorting recycling items)
- Making beds to standard and changing the linens
- Cleaning and scrubbing windows
- Identifying and reporting repairs when needed
- Sweeping and tidying some outdoor areas of the building

Your experience and skills include:

- Organizational skills to keep rooms and storage closets clean and organized
- Communication skills to take direction and work alongside other Cleaners
- Attention to detail to perform a thorough job
- Knowledge of cleaning various items and surfaces with careful attention to details
- Adaptability and flexibility to focus on whatever task is most important at any given time
- Ability to complete physically demanding tasks
- Integrity, reliability, and trustworthiness to be left to work independently

This is a part time position, you may be required to work on weekends and some holidays.

Submit your resume to careers@cedrcrestcc.ca only qualified candidates will be contacted for an interview.