



EMPLOYMENT OPPORTUNITY

Competition No.: 2023 – 048R
Position: **Cleaner**
Classification: **\$18.00 per hour**
Conditions: • 4 hours a day
Department: Hollow Water Community
Location: Hollow Water, MB
Closing Date: Open until filled
How to apply: Email: hr@secfs.ca Fax: 204-594-0499

RESPONSIBILITIES:

The Office Cleaner maintains the cleanliness of the facility and is responsible for the following:

- Meticulous cleaning of floors, tables, desks, washrooms, windows, dusting, vacuuming
- Collects and disposes of garbage and recycling
- Checks, cleans, moves, and arranges furniture and wall coverings as required
- Checks doors and windows to ensure building security
- Reports safety concerns and repair issues i.e., furniture and fixtures
- Restocking washroom and kitchen supplies
- Regular cleaning of staff kitchen area, boardroom, offices, and public office areas
- General sanitizing and disinfecting
- Performs other duties as assigned

QUALIFICATIONS:

- Previous cleaning experience is preferred
- A valid driver's license and reliable vehicle is required
- The following is a requirement of all SECFS employment positions
 - Current (within 6 months) Criminal Record Check
 - Current (within 6 months) Child Abuse Check
 - Current (within 6 months) Adult Abuse Registry Check
- Satisfactory Criminal Record, Prior Contact; and Child Abuse Registry Checks

PHYSICAL REQUIREMENTS:

- Job requires frequently operating industrial cleaning equipment and tools, mopping/sweeping, bending/twisting/lifting etc. and ability to lift up to 50 pounds.

Preference will be given to Southeast members and Indigenous candidates (First Nations, Métis, or Inuit) meeting the position requirements. **All Indigenous applicants are asked to self-declare in their cover letter.** We thank all applicants; however, only those candidates selected for an interview will be contacted.

We offer competitive wages and an exceptional benefits package