



COMMUNITY SERVICES DEPARTMENT EMPLOYMENT OPPORTUNITY

-COMMUNITY SERVICES CLEANER-

Want to be part of a great community-minded team? Want to contribute back to your community in a meaningful way? Do you enjoy working with people and contributing to the success of your team? Petawawa Community Services is looking for Part-Time Cleaners to join its Facilities Services Team at the Petawawa Civic Centre. You will be responsible for ensuring that the Petawawa Civic Centre and the Petawawa Public Library are maintained to high standards ensuring the safety and enjoyment of community residents who utilize these facilities. As a member of the Community Services Department, you will be part of a customer-focused team that provides top-notch recreational and leisure opportunities to Petawawa residents.

Other benefits include:

- All training provided including ongoing professional development
- Casual dress - uniform provided
- Flexible schedule and work hours
- Daytime and evening shifts – no overnights
- Supportive and goal-oriented work environment

Major Responsibilities:

- Ensuring cleanliness, public safety and program readiness of banquet hall, public library, washrooms, arena and other public areas including seasonal facilities.
- Responsible for the cleanliness, readiness and safety of front entrance, stairwells, elevator, kitchen, bars, lounge, all storage rooms, coat room, offices and program/meeting rooms.
- Work with cleaning chemicals and products - requires strong emphasis on WHMIS.
- Places a strong emphasis on customer service and team work to establish good public relations and customer service.
- Must be physically capable of set-up and tear-down of hall and of operating scrubbers, buffers, vacuum and mops.

Qualifications:

Preference will be given to candidates with the following:

- Ability to read, write, and follow oral and written instructions.
- Must be able to complete an enhanced Police Record Check.
- Work in a team environment and possess good communication and interpersonal skills.
- Ability to perform all duties of this physically active position including heavy lifting.
- Ability to work days, evenings and weekends.

The rate of pay for this position is \$14.93/ hr. (\$15.05 on Oct 1, 2021). Please forward your resume identifying the position applied for to:

Mr. Mark Reinert
Parks and Recreation Facilities Supervisor
16 Civic Centre Rd.
Petawawa, Ont.
K8H 3H5
mreinert@petawawa.ca
613-687-5678 ext. 2108

The Town of Petawawa is an equal opportunity employer and prohibits discrimination/harassment with regard to race, color, religion, age, sex, national origin, disability status, genetics, sexual orientation, gender identity or expression, or any other characteristic protected by federal, provincial or local laws. We thank all applicants and advise that only those to be interviewed will be contacted. The information collected is in accordance with the Municipal Freedom of Information and Privacy Protection Act and will be only used for candidate selection.