

JANITORIAL SERVICES – ANNUAL CONTRACT

The Village of Queen Charlotte is seeking an experienced janitor to provide weekly cleaning services at the Village Office located at 903A Oceanview Drive.

The successful contractor will provide the following services:

- Floor care – sweeping, vacuuming, mopping
- Surface care – dusting, sanitizing, glass/mirror cleaning, metal/wood polishing
- Waste removal – empty trash and recycle bins
- Washrooms – clean toilets and sinks
- Kitchen – clean sink and countertops

Qualifications

Prefer prior janitorial experience, a passion for cleanliness and a strong attention to detail. Must be able to follow instructions and work independently with minimal supervision/direction. Must have a knowledge of standard methods, practices, tools and equipment for providing janitorial services. Must be able to operate and use equipment and supplies, bend, reach, lift and stand while performing work. May act as back up janitor for the Youth Centre as and when required.

The contract rate is set at \$25 per hour for approximately 8 to 10 hours per month. The Village will provide WorkSafe BC coverage.

Please send a letter outlining your qualifications to:

Sandra Brown, Deputy Clerk
Village of Queen Charlotte
PO Box 580, Queen Charlotte BC V0T 1S0
Fax: 250 559 4742
Email: office@queencharlotte.ca

By September 15, 2017.