

Relief Cleaner

Position: Permanent part time position
Hours: As needed (minimum 3 hr shift), including evenings and weekends
Supervisor: Director of Finance and Administration

The CRC is an innovative, impactful, collaborative mid-sized, multiservice agency that has proudly served the Regent Park and surrounding neighbourhood for over 50 years. In 2012, the CRC opened a beautiful new building and a new chapter in its history. Our building has a 5000 square foot community hub of program space and we host the only not-for-profit social housing in Regent Park. We are home to the Regent Park Community Food Centre (RPCFC), one of 8 Community Food Centres established across the country in partnership with Community Food Centres Canada. Food Centres are dynamic community spaces where people come together to cook, grow, share, and advocate for good food. The CRC works with low-income community members to build capacity to change situations and conditions for the better, both in their own lives and in the wider community.

The Relief Cleaner will support the cleaning and upkeep needs of our busy community hub and program spaces to ensure a neat, hygienic, enjoyable space for all users of CRC space.

Major Responsibilities (specific tasks may vary depending on shift):

1. Cleaning of main floor hub
2. Cleaning of downstairs area
3. Participate as CRC team member

1. Cleaning of the main floor hub:

The main floor hub includes, but is not limited to, various program spaces, kitchen, and washrooms.

- a) Sweep and damp mop various areas based on need
- b) Wipe down tables and chairs in Drop-In area
- c) Clean five washrooms, including dealing with clogs and biological waste removal/clean-up
- d) Clean interior windows and dust window ledges
- e) Empty the garbage and recycling as required
- f) Notify Business/Finance manager when maintenance required
- g) Other cleaning tasks as required

2. Cleaning of downstairs area:

The downstairs area includes, but is not limited to, clothing area, laundry room, washrooms and showers.

- a) Sweep and mop hallways, clothing reception area, laundry room
- b) Wipe down and clean showers
- c) Clean downstairs unisex washroom
- d) Clean interior windows and ledges when necessary
- e) Empty garbage and recycling as required

- f) Sweep and mop the stairs
- g) Other cleaning tasks as required

3. Participate as CRC team member:

- a) Attend staff meetings, trainings, agency functions as appropriate
- b) Role model professional behavior and positive communication with participants, volunteers and partners
- c) Promote culture of health and safety within our space
- d) Represent CRC values in our community

Qualifications:

- Comparable experience with cleaning work in a similar environment
- Demonstrated ability to take initiatives, prioritize tasks and work in a fast-paced environment
- Demonstrated ability to work independently and with minimal supervision
- Able to work flexible hours
- Reliable and trustworthy
- Demonstrated ability to work sensitively with people of diverse backgrounds who experience poverty/ discrimination
- Excellent interpersonal and conflict resolution skills, team player
- WHMIS training is an asset
- Familiarity with the Regent Park neighbourhood, ability to speak a language relevant to the community an asset (Bengali, Mandarin, Tamil, Vietnamese, Somali or other)

A Vulnerable Sectors Police Reference Check will be required for this position.

This position will be a member of CRC Local #2864.

Please submit your resume and cover letter in one Word or pdf document by **Wednesday March 27th, 2019 at 5pm** to hiringcommittee@tcrc.ca or in person at the CRC, 40 Oak Street.

CRC encourages applications from people representing the diverse community we serve. In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), CRC will provide accommodations to job applicants with disabilities throughout the recruitment process. If you require any accommodations, please notify us and we will work with you to meet your needs.

We thank all candidates for their interest, but only those selected for an interview will be contacted.