

Job Posting

Job Title:	Cleaner	Status:	Relief
Department:	Real Estate and Property Management	Union:	Included (CUPE)
Salary:	\$22.10/hr.	File #:	#22-F&A-06
Posting Date:	September 20, 2022	Posting Close:	October 4, 2022

Dixon Hall Neighbourhood Services (DHNS) is a multi-service agency located in the heart of east downtown Toronto committed to realizing the vision of a city where everyone thrives. Since 1929, we have been touching the lives of thousands of our community's most vulnerable residents by providing a range of programs and services across every stage of life. We create lasting solutions to end poverty, social injustices, and isolation in Toronto. We value respect, diversity, integrity, care, compassion, and accountability.

Reporting to the Director, Real Estate & Property Management, or their designate, the Cleaner is responsible for general cleaning and maintenance, which will include snow removal, minor repairs and painting at one or more Dixon Hall locations in a manner consistent with Dixon Hall's Mission, Vision and Values, and demonstrate customer service excellence.

RESPONSIBILITIES

- Responsible for general cleaning activities at one or more of Dixon Hall locations, including out of the cold sites as directed.
- Perform routine ground maintenance, including snow removal. Minor repairs, and painting as required.
- Undertake other tasks and responsibilities as assigned.
- Work safely at all times following Health and Safety policies and procedures, and report any potential hazards to the appropriate manager.
- Demonstrate skills in carpentry, plumbing and electrical repairs.
- Strong verbal and English language skills.
- Able to read and understand basic cleaning instructions and information, including health and safety directives
- Fluency in additional languages, relevant to the communities of service, will be considered an asset.
- Experience with the safe use of cleaning chemicals and fluids, and understanding the requirements under WHIMS legislation.

QUALIFICATIONS

- High School diploma or GED equivalent required.
- Proficiency in using cleaning and maintenance equipment.
- Superior organizational and problem-solving abilities
- Ability to manage multiple projects and deadlines, prioritize, and take initiative.
- Must be qualified to work in Canada legally for the employer.
- Able to provide a Vulnerable Sector Screening check with a “Clear” or satisfactory result that meets the operational requirements of the agency.
- **MUST** be fully vaccinated (two (2) doses) against COVID-19 with a vaccine that has been approved for use in Canada.

To apply, please email your resume and cover letter as a single Word or PDF document to hr@dixonhall.org by **October 4, 2022 at 4:30 PM** quoting File **#22-F&A-06** in the email “Subject” line.

Dixon Hall Neighbourhood Services is committed to developing an inclusive selection process and work environment. If contacted for an interview, please advise the hiring manager if you require any accommodation during the interview process. The hiring process is governed by Dixon Hall Neighbourhood Services Race Relations and Employment Equity Policies.