



# Membertou

WELCOMING THE WORLD!

## Employment Opportunity

**Job Title:** Cleaning Associates/Laundry Workers – Part time  
**Department:** Environmental Services  
**Reports To:** Environmental Services Manager

Responsible for the cleaning and laundry duties/ services of the Environmental Services Department. Individual must be highly motivated and able to work independently or with a team.

### Duties and Responsibilities:

- Clean all assigned areas in a sanitary manner.
- Operate various types of cleaning equipment, both mechanical and electrical.
- Perform special cleaning, furniture moving or meeting set up projects as required at all Membertou Band & Commercial Buildings.
- Use chemicals and supplies according to department standards to ensure safety and efficiency.
- Respond to requests that require immediate housekeeping and/or laundry attention.
- Keep all doorways clean of any debris, snow and/or salt during shift.
- Pick up all supplies as required for use in buildings.
- Clean work area and equipment.
- Operate various types of washers, dryers, irons, and pressers.
- Sort, wash, dry, fold and press all laundry.
- Deliver linen as requested by Membertou Trade and Convention Centre.
- Check for laundry request forms.
- Comply with Band Personnel Policy.
- Other departmental related duties as required by the Manager.
- Maintain positive relationships with Membertou's Internal and External Customers, ensuring transactions or information received on behalf of the Band and/or its members are kept confidential.
- Maintain and improve Membertou's Quality Management System as it relates to job related duties and/or department.

### Qualifications:

- Previous experience is not required but would be an asset;
- Must be reliable and willing to work shift work as required on days, evenings and weekends;
- Valid Driver's license would also be an asset;
- Willing and able to follow instruction/direction;
- Some Heavy lifting required;
- Preference given to Aboriginal peoples in accordance with the Aboriginal Employment Preferences Policy of the Canadian Human Rights Commission.

### Applications/Resumes can be submitted to:

Membertou Human Resources Department  
**Attention: Troy Paul**  
111 Membertou Street  
Membertou, NS B1S-2M9

### Or via email to:

jobs@membertou.ca

**DEADLINE FOR APPLICATIONS:** Thursday September 17, 2020 by 4:30PM

*Thank you for your interest, however, only those selected for an interview will be contacted.*