



Career Opportunity

Part-Time Cleaner- 1 Year Term Contract

Valley Region Solid Waste-Resource Management Authority (Valley Waste-Resource Management) is seeking a reliable and detail-oriented Part-Time Office Cleaner to help keep our workspaces, breakrooms, and staff areas in our transfer stations clean. This role is ideal for someone who takes pride in their work, enjoys routine tasks, and contributes positively to a professional office environment.

Key Responsibilities

Office Cleaning & Facility Care

- Clean and sanitize office spaces, including workstations, meeting rooms, and common areas.
- Sweep, mop, vacuum, and maintain floors.
- Clean and restock kitchens, washrooms, and staff areas.
- Empty garbage, recycling, and organics bins and ensure proper waste sorting.
- Dust surfaces, clean windows (interior), and maintain overall tidiness.

Supplies & Equipment

- Monitor and restock cleaning and restroom supplies.
- Ensure cleaning equipment is used safely and stored properly.
- Report any building maintenance issues or safety concerns.

Workplace Support

- Maintain a clean, professional environment for staff and visitors.
- Follow all Valley Waste health, safety, and cleanliness standards.
- Work independently and manage tasks within specified timeframes.

Working Conditions

- Indoor work at our Valley Waste office and transfer stations in Kentville and Lawrencetown.
- Physical tasks such as bending, lifting, and standing for extended periods.
- Evening or early-morning shifts may be required depending on operational needs.

Qualifications

- Previous cleaning or janitorial experience is an asset.
- Ability to work independently and maintain confidentiality in an office setting.
- Strong attention to detail and reliability.
- Grade 12 or equivalent experience.
- Must follow all safety, policy, and bylaw requirements.
- Employment is subject to satisfactory criminal record checks.

Compensation

Part-time position, 20 hours per week, hourly rate of \$24.75 and paid vacation and sick leave. Health and dental benefits.

To Apply

Please show how you meet the qualifications in your application and **submit your résumé to careers@vwrn.com**. Only applicants selected for an interview will be contacted. Thank you for your interest!