



EMPLOYMENT OPPORTUNITY

Position Title: Cleaner
Classification: Full-time permanent (upon successful completion of probation)
Salary Range: \$18.00 - \$22.00/hour
(commensurate with qualifications and experience)
Start Date: April 2026
Location: Magnetawan First Nation, 10 ON-529, Britt, ON P0G 1A0
Hours of Work: Monday to Wednesday, 8:00 a.m. to 5:30 p.m.
Thursday, 8:00 a.m. to 4:30 p.m.; Fridays and weekends as required.

Position Summary

Magnetawan First Nation is seeking a reliable and motivated Full-Time Cleaner to maintain a clean, safe, and welcoming environment across community facilities. The successful candidate will be responsible for cleaning and maintaining offices, community buildings, and other assigned areas to ensure high standards of cleanliness and safety.

Qualifications

- Previous cleaning or janitorial experience preferred
- Ability to work independently and manage time effectively
- Strong attention to detail and commitment to cleanliness
- Good communication and interpersonal skills
- Reliable and dependable with strong work ethic
- Valid driver's license considered an asset

Primary Responsibilities and Duties

- Clean and maintain offices, washrooms, kitchens, meeting rooms, and common areas
- Sweep, mop, vacuum, and dust all assigned areas
- Empty garbage and recycling and ensure proper disposal
- Clean and sanitize high-touch surfaces and shared spaces
- Replenish cleaning supplies, paper products, and hygiene items
- Maintain inventory of cleaning supplies and report shortages

- Perform periodic deep cleaning of facilities as required
- Support event setup and cleanup, including evenings or weekends when required
- Ensure safe use and storage of cleaning equipment and supplies
- Report maintenance issues, damages, or safety concerns to management
- Assist with snow clearing at entrances when required (light duty)
- Other related duties as assigned

SPECIAL REQUIREMENTS:

Confidentiality: The incumbent must maintain strict confidentiality in performing their duties. The incumbent must adhere to the Magnetawan First Nation Personnel Policy.

A current **CPIC** with a vulnerable sector check is required.

How to Apply: Interested applicants may apply, in confidence, by sending a cover letter, resume, photocopies of education diploma by mail, hand deliver or email to

**Magnetawan First Nation
10, Highway 529,
Britt, ON P0G 1A0
Email: recruiter@magfn.com
Closing date: Open until filled**