

Employment Opportunity

Heavy Duty Cleaner / Event Setup

Civic Theatres Toronto Toronto, Canada

Our Operations department is currently accepting applications for the position of Heavy Duty Cleaner / Event Setup.

Duties include, but are not limited to, general cleaning and maintenance duties, snow removal, gardening, and set up and dismantling of tables and chairs for special functions.

This is an hourly, unionized position working a variable schedule, which includes nights, weekends and holidays as required by the CTT's performance and events schedule.

The maintenance staff for the CTT are members of the Service Employees International Union, Local 2 (SEIU – local 2). The successful candidate will be required to join SEIU. All maintenance staff report to the Director, Facilities.

KEY ACTIVITIES AND RESPONSIBILITIES

- Sweep, mop, scrub and wax hallways, floors and stairs including auditorium floors, lobby floors, restrooms floors, booth floors, etc.
- Maintains carpets (vacuums, removes scraps, dirt, gum, heavy debris and other refuse; shampoos as necessary)
- Cleans seats when necessary
- Snow removal and gardening
- Assist in the setting up of rooms for users of the theatre
- Cleans theatre and theatre property including restrooms (basins, toilet bowls, countertops, mirrors, walls and partitions), green rooms, recreational, drinking fountains, office areas, storerooms, and hallways
- Wash windows, interior walls and ceilings
- Replenishes restroom supplies (toilet paper, paper towels, soap, etc.)
- Removes trash from theatre and theatre property and disposes of trash in commercial trash dumpster or compactor
- Inserts new plastic trash bags in trash cans
- Cleans and organizes the cleaning closets
- Keeps cleaning equipment (mops, brooms, dust pans, vacuum cleaners, shampooers, etc.) clean and in good working order.
- Other facility cleaning, duties and responsibilities as assigned or required

JOB SPECIFICATIONS

- Practical experience in housekeeping and maintenance duties
- Ability to work independently and as part of a team
- Work with minimal supervision
- Good organizational skills
- Good time management skills

- Watches for safety or security issues (trip hazards, lighting, suspicious persons, etc.) and reports to management
- Observe CTT's Health and Safety policy; and to wear PPE where required and necessary
- The candidates must be able to lift and carry up to fifty pounds

WORKING CONDITIONS

- Flexibility in hours and schedules and include work on nights and weekends as required
- Lack of natural light in workplace
- Occasional objectionable odours in workplace
- Travel between our Sony Centre and St. Lawrence Centre locations is required

THE ORGANIZATION:

In 2015, Toronto's City Council approved the consolidation of the governance and operations of the St. Lawrence Centre for the Arts, The Sony Centre for the Performing Arts, and Toronto Centre for the Arts into one new organization under the direction of a City appointed board called Civic Theatres Toronto.

The mandate of Civic Theatres Toronto is to provide quality performance and event facilities and to promote its contribution to the artistic, cultural and social vitality of Toronto and its communities. The Board of Directors of Civic Theatres Toronto is responsible for overseeing the business affairs of the three venues.

HOW TO APPLY:

Interested applicants should email a cover letter and resume for confidential consideration to jobpostings@sonycentre.ca. Please include "Heavy Duty Cleaner / Event Setup" in the subject line. Interviews with qualified candidate(s) will commence immediately.

No phone calls please.

Civic Theatres Toronto thanks all applicants in advance. Only those candidates selected for an interview will be contacted.

CTT is an equal opportunity employer. We are committed to inclusive, barrier-free recruitment and selection processes and work environment in accordance with the Accessibility for Ontarians with Disabilities Act (AODA). The Human Resources department will work with applicants requesting accommodation at any stage of the hiring process.

CTT is committed to building a more diverse workplace and encourage all qualified applicants to apply.

Date Posted: November 7, 2017

Application Deadline: November 21, 2017

Start Date: ASAP