

HALL CLEANING

Foyer:

Wash windows
Wipe fingerprints from doors/door handles
Dust/wipe ledges
Vacuum rugs
Sweep/mop floors

Bathrooms:

Scrub and wipe down toilets (including base)
Wash and wipe dry all sinks and chrome
Wipe doors/door handles
Clean mirrors
Dust shelves
Wipe dispensers
Clean mirrors
Wipe tile walls if necessary
Sweep/Wash floors

Main Hall:

Dust baseboards (wipe if spills/marks)
Check for spills/marks on walls
Sweep
Wash floor using scrubber

Kitchen & Bar:

Wipe down cabinets
Wash and wipe counters/shelves
Wipe and dry white tile backsplash
Check stovetops/ovens (clean as necessary)
Polish all stainless steel (sinks/stoves/fan hood/counter)
Clean hood fans/vents
Wash floors
Dust/Wipe baseboards (periodically)
Clean bathroom

Family Area:

Clean bathroom
Wipe furniture
Dust stair rail/light fixtures
Wipe down counters/cabinets
Sweep/wash floors

Stage:

Sweep/wash floors
Dust/wipe baseboards as necessary
Spot wash walls as necessary

Coat Room:

Dust light fixtures
Sweep/wash floors

Storage Areas:

Sweep/wash floors as necessary

Empty garbage/recycle bins outside

Janitorial areas must be kept clean and tidy at all times. Cleaning supplies for renter "rough clean" must be accessible and stocked for each function. Allow 1 week delivery time for supply order.

WAGES: \$35.00 p/hr (approx 4 - 6 hours per event required). Must be flexible; evenings/weekends required.

TO APPLY: Please email your questions, resume and cover letter to bowdencommunityhall@gmail.com