

## HALL CLEANING

### Foyer:

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

### Stage:

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

### 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

### Coat Room:

Dust light fixtures  
Sweep/wash floors

### Storage Areas:

Sweep/wash floors as necessary

### Main Hall:

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

**\*Empty garbage/recycle bins outside\***

### 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

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](mailto:bowdencommunityhall@gmail.com)**