VILLAGE OF RICHMOUND
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JOB OPPORTUNITY -HALL CLEANER
Village of Richmound - Community Hall

The **Village of Richmound** is currently seeking a reliable, detail-oriented individual to fill the position of **Cleaner** for the **Richmound Community Hall.**

Responsibilities Include:

- Clean and maintain all areas in the Community Hall after each function
- Sweep and mop all floors, including kitchen and entryways
- Clean and stock bathrooms with necessary supplies
- Remove garbage from the premises after each event
- Set out waste bins on scheduled Triways garbage days
- Vacuum front entry
- Keep storage rooms, cloakroom, kitchen, and bar areas clean and tidy
- Ensure kitchen counters and stovetops are wiped before rentals
- Monitor for signs of rodents, clean affected areas, and place traps/poison as necessary
- Wash walls annually (paid hourly)
- Snow removal on hall sidewalks
- Submit a monthly invoice to the Village Office for payment
- Purchase and submit for reimbursement regular cleaning supplies and toiletries (paper towel, toilet paper, garbage bags, etc)

Compensation: To be discussed

The successful applicant will be responsible for ensuring the facility is left in a clean and rental-ready condition following each booking

How to Apply:

If you are interested in applying for this position, please contact the Village Office
richmound.village@sasktel.net
Applications will be accepted until the position is filled.

November 16, 2026