

Job Description – Cleaner

About Us:

Progressive Property Management Ltd. is a locally owned and operated professional property management firm that has provided property management services in Saskatoon and area since 2002. Currently servicing Saskatoon, Outlook, and Christopher Lake communities, we operate primarily from our head office in Saskatoon. The company is responsible for a property portfolio consisting of various residential and commercial investment real estate, and condominium projects.

The Residential Cleaner will report directly to the Operations Manager and will be responsible for all the duties in connection with the completion of residential turnover cleaning and common area cleaning, preparing the units for showing to prospective tenants and for new tenants to take possession.

Responsibilities:

The Residential Cleaner will be responsible for the completion of cleaning residential units at tenancy turnover of any residential suites, houses and buildings as assigned by the Operations Manager.

Residential units will require a full cleaning and assignments can include any residential apartment units or single family houses on turnover. This includes:

- Disposing of any trash remaining in the unit
- Packing up of any belongings for disposal or storage as determined by the Operations Manager
- Complete suite clean of all floors, window, rooms, kitchen surfaces, and appliances.
- Taking photographs of the unit before and after cleaning, and keeping track of time on each site.
- Care and cleaning of equipment

Skills & Experience:

- Experience in turnover residential cleaning is an asset
- Must be organized and able to work both independently and with a team
- Know how to care for tools and equipment
- Know about types of cleaning products needed for different applications
- Ability to prioritize jobs based on deadlines provided by Operations Manager
- Must have good communication skills
- Must have a valid driver's licence
- Own vehicle is an asset
- Recent criminal record check is required

- Drivers abstract is required

Salary & Benefits:

- Salary is negotiable and will be based on experience and qualifications
- Comprehensive health benefits
- Vehicle allowance provided (*if using your own vehicle*)
- Accommodation discounts are available on rental housing provided through Progressive

How to Apply:

If this position is for you, please submit a PDF copy of your resume and cover letter to:
ppmcareersyxe@gmail.com.

In the subject line please quote: "Residential Cleaner".

We thank all those who apply, but only those selected for an interview will be contacted.