



Position: Industrial Cleaner

Status: Temporary Casual Call-in (3hr/ day up to 9 hrs/week)

St. Francis Herb Farm – one of Canada’s leading herbal supplements brands is a GMP registered organization with over 30 years of uncompromising quality and service to our valued customers is currently seeking to hire a diligent, detail-oriented individual to join our team.

The Job:

The Industrial Cleaner plays an important role in the cleaning and sanitation of our GMP, R&D and Office Environments.

DC & Office: As per Standard Operating Procedures (SOP) schedule, perform cleaning and sanitation of GMP designated areas (production and distribution centre) as well as break room, kitchen, washrooms, office space, storage areas, entrances and outdoor patio areas.

- Other related duties may be assigned in support of maintaining a safe, clean operating environment
- Ensure all sanitation checklists are filled out and maintained.

Cleaning requirements: vacuum, wash floors, ceilings, walls, cupboards, shelves, sinks, toilets, counters, garbage containers, wall fixtures, switches, door stops, binder holders, fire extinguishers, emergency lights, doors (inside and out), blinds, doorknobs, desks chairs, sinks, filing cabinets. Advise supervisor when supplies need re-ordering.

Requirements:

- High School Diploma or GED equivalent is preferred
- Ability to work in a collaborative team environment
- Able to prioritize, plan and execute tasks in a time efficient manner
- Ability to read, understand and follow instructions and apply information provided in standard operating procedures, MSDS, WHMIS and other documents.
- Must maintain strict confidentiality regarding customer information, product recipes, inventory and general business information of a sensitive nature that may be visible/accessible while cleaning.
- Ability to lift/move items up to 18 Kilo and knowledge of safe lifting practices
- Physical ability to stand, climb stairs, walk, lift and move items to clean
- Adherence to all safety and GMP protocols, including personal safety equipment
- Flexible and adaptable to performing duties based on manufacturing schedule, to minimize interruption to operations.
- Must have a valid driver’s license and a reliable vehicle
- Work schedule may vary up to 9 hrs per week based on the needs of the business
- R&D and DC Operating Hours: 7:30 a.m. - 4:00 pm, Office Operating Hours 8:30-5:00 Monday – Friday

Qualified candidates are invited to e-mail their resume in confidence to jobs@stfrancisherbfarm.com no later than **August 28, 2020**.