



Freedom to Discover

**Please send application to recruit@hpl.ca by 11:59pm on January 22, 2026.
Please quote job title, department or location, and position number.**

JOB TITLE:	CLEANER – Permanent Part Time (Union)
PAY BAND:	Grade B - \$25.671 - \$30.201 hourly
LOCATION:	System Wide May be required to periodically assist at other locations.
VACANCY STATUS:	Vacancy
SCHEDULE:	20 hours per week; Days/Evenings/Weekends
START DATE:	February 2026

JOB SUMMARY:

Reports to the Facility Management Supervisor; the Cleaner ensures the cleanliness, on a rotating basis, of public and staff washrooms, workrooms, furniture, foyers/lobbies, elevators and staircase areas of Central Library. Responsible for providing a clean, healthy and safe environment for staff and public utilizing Central Library.

JOB DUTIES:

The following duties are to take place on public and administration floors of Central Library on a rotating basis.

Cleans and disinfects all washrooms (floors, baseboards, sinks, toilet seats, urinals, mirrors, ledges, etc.) and replenishes supplies.

Wipes clean all horizontal surfaces including shelves, ledges, pictures moldings in washrooms & lobbies.

Cleans and polishes interior and exterior of all public and staff elevators.

Cleans lobby/foyer glass including both sides of entrance doors. (Not exterior windows.)

Spot cleans lobby/foyer walls, light switches, kick and push plates, door handles etc.

Cleans and sanitizes public drinking fountains.

Cleans public staircase glass and hand railings.

Sweeps/mops spills on hard floor surfaces of lobbies/foyers.

Spot cleans carpet stains.

Maintains and tidies janitor's room.

Logs and reports any building and/or equipment deficiencies.

Performs all other duties as assigned, which are directly related to the major responsibilities of the job.

MINIMUM QUALIFICATIONS:

Educational Requirements:

Grade 10 or an equivalent combination of relevant education and experience.

Skills / Competencies:

Demonstrated skill in communicating clearly and concisely in verbal and written form.

Good interpersonal skills; demonstrated tact and professionalism in dealing with the public.

Excellent team building skills; able to work co-operatively with other facility team members.

Must possess maturity, initiative and good judgment.

Able to work independently with minimal supervision.

Strong organizational skills an asset.

Physical Requirements:

Physical ability and stamina to operate relevant equipment, to retrieve materials and to perform tasks involving the lifting and movement of library materials and equipment.

Legislative Requirements:

Works in accordance with all applicable Occupational Health and Safety, Employment Standards, Human Rights, Labour Relations and Pay Equity legislation and all other relevant legislation.

Trained in WHIMIS with the knowledge and ability to work with chemicals used to clean and disinfect washrooms and strip floors preferred.

Organizational Requirements:

Adheres to policy and legislation identified in the Hamilton Public Library Policy and Procedures Manuals.

Please be aware the selection process may involve any of interviews, test, and presentations or any combination thereof.

The Hamilton Public Library is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. If contacted for an employment opportunity, please advise Human Resources if you require accommodation.

HPL employees and users of HPL cloud-based applications are required to use Multi-Factor Authentication (MFA) as an essential measure to enhance the protection of HPL's technology assets. MFA augments technological security by requiring two steps for full authentication. Employees who do not have a Library-provided cellphone are expected to use their personal cellphone or internet connected device to satisfy the MFA requirement consistent with HPL policies and procedures.

Please be aware the selection process may involve any of interviews, test, and presentations or any combination thereof. Please note that Artificial Intelligence (AI) may be used during the initial screening and recruitment process to assess and/or select candidates for recruitment and selection.

Applicants who are successful for a position will have a maximum of **72 hours** to accept or decline an offer, barring unforeseen circumstances to be evaluated on a case-by-case basis, from the date of offer (excluding Sunday and Statutory Holidays).