

SCHEDULE III

SAMPLE JOB OFFER FOR CLEANING AND DISINFECTION WORKERS

Publication date: *To be completed by the childcare facility*

Contact person for the facility: *To be completed by the childcare facility*

Description of childcare services:

To get back to normal life, the reopening of educational childcare services in Québec is something Québec is relying on. Reopening is necessary so that childcare services can fulfill their important mission, which is to look after the health, safety, development, educational success and well-being of children and provide equal opportunities. However, this will require dealing with a completely new reality in which no compromises can be made when it comes to the health and safety of both workers and young children at childcare establishments. That is why childcare services need people like you! You are therefore invited to submit an application so that you can take part in this important mission.

Job title: Greeter and Cleaning Worker

Job description:

Under the responsibility of a member of the facility's management staff, the incumbent cleans the childcare facility. The incumbent disinfects surfaces, toys and equipment on the premises as well as the playground equipment outside after use. He or she also puts away all toys and equipment. The incumbent also provides the personnel and children with supplies to wash their hands, as well as with protective equipment and disinfectants. He or she greets visitors, explaining the social distancing rules to be observed and asks them to wash their hands. The incumbent also helps out in the kitchen.

DUTIES:

1. Clean up

- Sweep, clean the floors and vacuum.
- Wash, clean and dust baseboards, furniture, electrical appliances, tables, chairs, etc.
- Fill containers and dispensers.
- Empty and remove garbage cans as well as recycling bins.

2. Disinfect surfaces, toys and equipment on the premises as well as the playground equipment outside

According to the recommendations of the Institut national de la santé du Québec (INSPQ):

- Disinfect toys and equipment on the premises and the playground equipment outside after use.
- Periodically disinfect the surfaces frequently touched by the staff and children.
- Wash and disinfect washrooms and lockers, etc.

3. Put away toys and equipment

4. Provide staff and children with supplies

- Provide staff and children with supplies to wash their hands (soap, paper towels, etc.), as well as protective equipment (visors, masks, etc.) and disinfectants.

5. Have visitors practise social distancing and follow hygiene rules

- Greet visitors outside the childcare facility and explain the social distancing rules applied at the childcare facility.
- Ask the parents or the person who brings the child to the childcare facility about the child's health.
- Make sure that neither the children nor the parents exhibit any COVID-19 symptoms. If there are no symptoms, ask them to wash their hands.

6. Help out in the kitchen

- Prepare snacks.
- Help the person in charge of the kitchen to prepare the food.
- Divide up the meal portions and snacks, and distribute them.
- Clean and take care of the dishes, utensils, equipment and the workplace.

7. Perform any other related tasks

Minimum eligibility conditions

No specific minimum eligibility condition required.

Place where assigned: *To be completed by the childcare facility*

Documents to be provided by the applicant: *To be completed by the childcare facility*

How to submit an application: *To be completed by the childcare facility*