



Invitation to Tender

Janitorial Contract Opportunity

The Town of Carrot River is currently seeking an individual or group to work with on a contracted basis for the purposes of **Office/Library Janitor** starting May 22, 2026.

Duties include (but are not limited to):

- Daily (on regular business days approximately 21 per month – average hours/month: 20-25)
 - Empty garbage and recycling cans
 - Clean bathrooms, sweep floors and spot mop as needed
 - Wipe down exposed counter and desk surfaces as well as telephones

- Weekly
 - Dust/wipe down all surfaces including lifting equipment and dusting under
 - Dust Computer monitors and keyboards
 - Clean windows
 - Vacuum Carpets
 - Manage moving Recycling/Garbage Bins out for pickup days

- Periodically
 - Shampoo Carpets
 - Wash Walls/Baseboards
 - Wash External Windows

The Ideal Candidate will:

- Be bondable
- Have demonstrated cleaning experience

Drop off, mail, email or fax your contract expectations along with 2 references prior to May 19, 2026 to:

Taryn Bryson – Administrator
Box 147 Carrot River, Saskatchewan S0E 0L0
Email cao@carrotriver.ca or
Fax (306) 768-2930

We thank all applicants for their interest, however, only those selected for an interview will be contacted.