

# Employee Work Examples (Ver 1.5, October 15, 2023)



Brian works 40 hours per week. 30 hours are spent doing regular building cleaning during the evening and 10 hours per week are spent during the day, at the office, doing various office tasks and computer-related work at an additional \$2.00/hr.

Work Type	Hours Worked	Pay Rate (After 90 Day Probation Period)	Top-Up Pay Rate	Total Pay Rate	Bonus / Personal Vehicle Usage Payout
Office Work	10	\$15.25/hr	\$2.00/hr	\$17.25/hr	
Regular Cleaning	30	\$15.25/hr			
	40			Average Pay Rate:	\$15.75/hr



April has been an employee for 4 years. Her base rate is higher due to seniority.

She has a full-time job with another company and also works 10 hours per week at Bear Cleaners. She works Sunday morning for 4 hours using a company vehicle, and Monday evening for 6 hours using her own vehicle with mileage paid. As well, she was paid a \$20.00 bonus for the construction clean-up job.

Work Type	Hours Worked	Pay Rate (After 90 Day Probation Period)	Top-Up Pay Rate	Total Pay Rate	Bonus / Personal Vehicle Usage Payout
Regular Cleaning	4	\$15.50/hr			\$5.25*
Construction Cleanup	6	\$15.50/hr	\$1.00/hr	\$16.50/hr	\$20.00
	10			Average Pay Rate:	\$18.10/hr** +\$5.25 for gas

\*15km @ \$0.35 per km

\*\*Includes bonus



Mark attends university as well as working for Bear Cleaners for over a year. Between semesters, he works 30-40 hours per week, while attending school, he works 15-20 hours. He does regular building cleaning with a team member, as well as post-construction cleanup which gives him an extra \$1 an hour, and carpet cleaning which pays him an extra \$2 an hour. Mark received a \$30 bonus for some carpet jobs.

<b>Work Type</b>	<b>Hours Worked</b>	<b>Pay Rate (After 90 Day Probation Period)</b>	<b>Top-Up Pay Rate</b>	<b>Total Pay Rate</b>	<b>Bonus / Personal Vehicle Usage Payout</b>
<b>Carpet Cleaning</b>	<b>6</b>	<b>\$15.25/hr</b>	<b>\$2.00/hr</b>	<b>\$17.25/hr</b>	<b>\$30.00*</b>
<b>Construction Cleanup</b>	<b>12</b>	<b>\$15.25/hr</b>	<b>\$1.00/hr</b>	<b>\$16.25/hr</b>	
<b>Regular Cleaning</b>	<b>22</b>	<b>\$15.25/hr</b>			
	<b>40</b>			<b>Average Pay Rate:</b>	<b>\$16.60/hr**</b>

\*Received a \$30 bonus

\*\*Includes the \$30 bonus



Brent does carpet cleaning, upholstery cleaning, and floor stripping and waxing. Because of his skillset, his base rate is higher.

This gives him an extra \$2.00 an hour for each job, along with an additional bonus for certain jobs. As well as the jobs listed, Brent also does regular business cleaning when needed. After cleaning a customer's carpets and upholstery, he was given a bonus for each job.

<b>Work Type</b>	<b>Hours Worked</b>	<b>Pay Rate (After 90 Day Probation Period)</b>	<b>Top-Up Pay Rate</b>	<b>Total Pay Rate</b>	<b>Bonus / Personal Vehicle Usage Payout</b>
<b>Carpet Cleaning</b>	<b>15</b>	<b>\$15.75/hr</b>	<b>\$2.00/hr</b>	<b>\$17.75/hr</b>	<b>\$40.00*</b>
<b>Upholstery Cleaning</b>	<b>15</b>	<b>\$15.75/hr</b>	<b>\$2.00/hr</b>	<b>\$17.75/hr</b>	<b>\$50.00*</b>
<b>Regular Cleaning</b>	<b>10</b>	<b>\$15.75/hr</b>			
	<b>40</b>			<b>Average Pay Rate:</b>	<b>\$19.50/hr**</b>

\*Received a \$90 bonus in total.

\*\*includes the \$90 bonus

**Please Note:**

- ❖ New employees will go through a 3-month probation period at \$15.00/hr (Increased to \$15.25/hr after probation).
- ❖ Employees who have been working with Bear Cleaners & Supply for over a year are making \$15.50/ hr plus Top-ups and bonuses paid on most project work jobs.
- ❖ Employees gaining seniority within the company will see the opportunity to discuss pay rate increases. (Some examples were shown above)
- ❖ We have many internal opportunities, such as office work, supervisor roles, quality control, training, and system development.
- ❖ We have been in business for over 35 years and have over 15 employees and growing.
- ❖ After 12 months of working with Bear Cleaners & Supply, you qualify for a free gym membership.
- ❖ If using your own car, gas mileage is paid at \$0.35/km.