



Casual / Part Time Cleaning Specialist Required

Are you looking for a role that provides a stable income and regular shifts alongside the opportunity to take pride in your work and go home knowing you have done a good job?

Are you someone with excellent attention-to-detail, high standards and a desire to do your job to the best of your ability every day then we need you!

Bretton Parish Council is looking for a Cleaning Specialist to take care of the facilities and carry out cleaning and maintenance duties. The goal is to keep the building in a clean and orderly condition.

The ideal candidate will be passionate about creating a welcoming environment through good hygiene. We are looking for a cleaning specialist who will exceed client expectations, ensuring that all bathrooms are sparkling, floors are spotless, and rubbish is removed on schedule.

LOCATIONS:

Pyramid Community Centre & Bretton Parish Offices Unit 2 /3 Pyramid Shopping Centre

WORKING HOURS:

Tuesday 8am -11am

Friday 8am -11am

Flexibility is required depending on the business needs. Dates and times can change, and hours increase.

JOB BRIEF / RESPONSIBILITIES:

- Clean, stock and supply designated facility areas (dusting, sweeping, vacuuming, mopping, cleaning ceiling vents, restroom cleaning etc)
- Perform and document routine inspection and maintenance activities
- Carry out heavy cleansing tasks and special projects
- Notify management of occurring deficiencies or needs for repairs
- Make adjustments and minor repairs
- Stock and maintain supply rooms
- Cooperate with the rest of the staff
- Follow all health and safety regulations
- Cleaning floors using manual or mechanical cleaning equipment (e.g. mops, vacuum cleaners, floor cleaners)
- Dusting and tidying assigned areas
- Cleaning and disinfecting washrooms
- Cleaning/washing doors and windows
- Maintaining standards of hygiene and cleanliness
- Ensuring chemical cleaning products are handled and stored safely
- Keeping work tools tidy and in order

GENERAL SKILLS THAT THE IDEAL CANDIATE SHOULD POSSESS ARE:

- Good interpersonal and communication skills
- Physical abilities good numeracy and literacy
- High level of attention-to-detail
- Good organisational abilities
- To be adptable and flexible
- Enthusiasm to develop your skills and knowledge
- Adaptability to change and willingness to embrace new ideas and processes
- Ability to work unsupervised and deliver quality work
- Positive and approachable manner
- Team player qualities

EMPLOYMENT DETAILS

A minimum of 6 hours per week will be paid at the rate of £11.11 per hour, reviewable annually. Please note, in line with future business requirements the working hours may need to be increased.

The Cleaning Specialist will report to the Clerk of the Parish Council.

APPLICATION

Please apply in writing to the Clerk, Sylvia Radouani at Unit 2, Pyramid Shopping Centre, Bretton, PE3 8NY or e-mail Parishoffice@brettonparishcouncil.onmicrosoft.com. Your application must arrive no later than 16th July 2021 with interviews shortly after.

To find out more about the role, please contact the Parish Clerk on 01733 263019