

Job Title: Boarding Cleaner

Responsible to: Head of Boarding

Purpose: To be willing to work in both College boarding houses and be capable of moving furniture etc. for cleaning purposes.

Duties:

1. To undertake, as directed by the Head of Boarding and Day Houseparent, all aspects of day-to-day cleaning in the boarding house including dusting, polishing, vacuum cleaning, scrubbing and polishing floors where appropriate, cleaning mirrors and windows, toilets, baths, showers, sinks and washbasins, washing crockery etc. when appropriate.
2. To undertake all aspects of end of term cleaning as directed by the Head of Boarding and Day Houseparent. Tasks will include washing walls, scrubbing furniture, shampooing carpets and upholstery, turning mattresses, washing under-blankets, duvets, pillows and curtains, cleaning light shades etc.
3. To empty waste bins and to dispose hygienically of all rubbish.
4. To wash (using equipment provided), dry, fold and return sheets and other items of bedding to dormitories as appropriate. Also, to wash tea towels, bath mats and other household items.
5. To clean cookers, refrigerators and other kitchen and laundry appliances as appropriate.
6. To communicate effectively and courteously with boarders, and to build and maintain positive, professional working relationships, contributing to a respectful and supportive boarding environment.
7. To undertake other duties as may reasonably be required by the Head of Boarding and Day Houseparent.

PERSON SPECIFICATION

You must be hard working, and reliable. You will demonstrate an ability to undertake appropriate tasks effectively and efficiently and show flexibility in all aspects of such work. Experience as a Cleaner is an advantage but more important is that you take a pride in your work, are a team player and physically fit to do the work. You must be comfortable working in a busy residential environment alongside students and staff.