



Job Description

Job Title: Cleaner
Level: 1
Salary/Hourly Rate: £7.60
Term: fixed 12 month contract
Hours: FT/PT 0730-0900 (flexible start and finish time upon request) (10 hrs a week) with extra shifts paid as over time
(Some evening & weekend work will be required)
Responsible to: Team Leader

Role Summary and Accountabilities:

To operate as a cleaner at BF adventure:

- *1 hour daily clean of toilets and hub kitchen*
- *To clean the class rooms on a rotation basis on 1 a day, 30 minutes*
- *To be available on request to clean the top kitchen, camping rooms and other facilities on change over days*
- *To maintain the cleaning supplies in conjunction with office staff*

Job Description:

- *1.5 hour daily clean of toilets and hub kitchen*
 - *30 minutes dedicated cleaning the carpark toilets to include but not limited to:*
 - *Mopping the floor*
 - *Replacement of toilet and hand rolls*
 - *Cleaning of the urinals and toilets*
 - *30 minutes on the hub kitchen on the daily tasks to include*
 - *Cleaning shelves*
 - *Wiping and cleaning surfaces*
 - *Cleaning behind appliances*
 - *Following a rota of cleaning tasks*
 - *Recording fridge temperatures*
 - *Replacement of blue hand roll*
- *To clean the class rooms on a rotation basis on 1 a day, 30 minutes*
 - *This would be completed on a rotation of cleaning. Cleaning to include:*
 - *Washing of windows*
 - *Wiping down of skirting boards*
 - *Cleaning of cobwebs*

BF Adventure is a Company Limited by Guarantee registered in England and Wales. Company No. 3546772

Registered office: BF Adventure, Goodygrane Activity Centre, Halvasso, Longdowns, Penryn, Cornwall TR10 9BX. Registered Charity No. 1071862

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- *To maintain the cleaning supplies in conjunction with office staff*
 - *Reporting shortage of cleaning equipment to the designated office staff*
 - *Maintaining a tidy area*
- *To be available on request to clean the top kitchen, camping rooms and other facilities on change over days, paid as over time*
 - *Days agreed in advance to add additional 3 hours (0930 to 1230 or 1300 to 1600) to clean the residential area on change over days. These duties include:*
 - *Hoovering camping cabins (up to 6)*
 - *Sweeping and mopping community kitchen*
 - *Cleaning down and resetting of community kitchen cooking area*
 - *30 minutes cleaning the top toilets and showers*
 - *Mopping the floor*
 - *Replacement of toilet and hand rolls*
 - *Cleaning of the toilets and shower cubicles*

Person Specification

Summary

Suitable candidates should live local and be reliable and able to work independently. A degree of flexibility in duties is essential as we operate a busy centre so being able to work in cohesion with the larger programme is key

Experience

Previous cleaning experience is desirable

Essential Skills and Qualifications

NA

Desirable Skills and Qualifications

NA

Essential, should be used for every role: Should be used to list the qualifications the perfect applicant would have, bullet point, specific skills and qualifications.

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