



### **Job Description**

Job Title: Cleaner  
Level: 1  
Salary/Hourly Rate: £7.83  
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

inspiring

challenging

motivating

developing



- *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.*

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

inspiring

challenging

motivating

developing



## ***How to Apply...***

1. Complete an application form and equal opportunities form and email them to [jobs@bfadventure.org](mailto:jobs@bfadventure.org) which can be found on this link to our website:

<https://www.bfadventure.org/about-bf-adventure/#joinus>

or by scanning these QR code and completing the forms on line:

Application form



Equal Opportunities form



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

inspiring

challenging

motivating

developing