



HELLINGLY PARISH COUNCIL

JOB VACANCY

MORNING CLEANER

Job title:	Morning Cleaner
Hours:	10hrs per week (6.30am – 8.30am approx.)
Salary:	£12-14 per hour (depending on experience)
Application deadline:	9th August 2024
Email address:	clerk@hellingly-pc.org.uk
Phone number:	01323 449415

SUMMARY

We are looking to recruit a friendly, energetic, and reliable individual with great sense of pride and commitment in their work.

The role of the Community Hub Cleaner will include but is not limited to:

- Undertake hygiene tasks in line with cleaning schedules e.g. vacuuming, cleaning surfaces, mopping, and general housekeeping.
- Restocking and refilling of cleaning supplies and toiletries
- Emptying waste and recycling bins, ensuring waste is disposed of correctly.
- Ensure cleaning supplies are utilised and stored correctly, highlighting any order requirements to your Line Manager.
- Be responsible for locking and securing building at end of shift.
- Adhere to all site health and safety procedures.

Do you offer?

- Previous experience in a similar role
- Good organisational skills
- Ability to work on own initiative
- Thoroughness and commitment to your work
- Hard working, reliable and punctual

The post is permanent and subject to a period of successful probation. We are looking for the successful candidate to be flexible, willing and to start as soon as possible. Own transport is essential as you may be required to travel to the Hub for emergencies at short notice. You must be eligible to work in UK.

For further information and to send your application, please email the Clerk, Jenny Hoodless on clerk@hellingly-pc.org.uk by 9th August 2024. Two references would be required, one personal and one from your current/last employer.