



## PLUMPTON PARISH COUNCIL

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**Job Profile:** Pavilion Cleaner

**Location:** King George V Playing Field Pavilion

**Reporting to:** Village Hall Manager on day to day basis and Parish Clerk on confidential matters

**Job purpose:** To maintain high levels of cleanliness within the pavilion

**Contract Type:** Permanent

**Hours:** 3 hours per week every Sunday

**Hourly Rate:** £10 per hour

### **Principal duties and responsibilities.**

- Sweeping and mopping ALL floors
- Emptying all bins and putting any rubbish out (excluding bar)
- Hoovering
- Cleaning/tidying utility room and kitchen, making sure it's clean and tidy for Monday.
- Cleaning of all toilets including outside toilet
- Cleaning showers
- Dusting
- Reporting to Village Hall Manager when cleaning products are needed.
- Reporting any damage to Village Hall Manager
- Ensuring all windows and doors are locked on leaving

### **Experience required:**

- Some experience in a similar role would be preferred

### **Essential:**

- To be available every Sunday to clean after weekend users for the pavilion to be ready for pre-school on a Monday.

### **To apply:**

Please contact the Parish Clerk for an application form. [Anita.emery@plumptonpc.co.uk](mailto:Anita.emery@plumptonpc.co.uk)

Deadline for applications: Thursday 25th November 2021

The Parish Councils Recruitment and Equality policies can be found on the parish councils website.

17<sup>th</sup> November 2021