



## CLEANER

### SHORT DESCRIPTION

Having recently moved into a new state of the art premises, a new part-time position has opened in a bid to maintain our lovely building to the highest of standards.

The role will consist of normal cleaning duties specific to areas of the building and will be ideal for local candidates seeking approximately 3 hours of work Monday to Friday.

### CONTACT DETAILS

Name: Sharlene Clark

By what method: Email: [jobs@ionscience.com](mailto:jobs@ionscience.com)

Tel: 01763 207215

### BENEFITS

This position offers good terms and benefits including: - good basic salary, 21 days + Bank holidays annual holiday increasing with service, Pension, Healthcare, Bike Scheme and Life Assurance.

### THE ROLE

The Role will report to the Support Services Manager and will involve the following:

#### DAILY DUTIES

- Empty waste bins
- Vacuum
- Damp wipe all desks, tables, chairs and screens (if clear)
- Dust ledges
- Clean floors
- Sweep & mop hard floor surfaces
- Vacuum sofas and carpeted areas
  
- Clean out 6 x microwaves
- Clean and sanitise toilet bowls
- Clean and sanitise toilet seats
- Clean and sanitise hand basins
- Remove cobwebs

#### WEEKLY DUTIES

- Dust computers, telephones & chairs
- Polish desks (if applicable)
- Damp wipe skirting boards, doors & paintwork, light fittings
- Wipe cubicle screens
- Wipe mirrors & tiles
- Wipe down pipework
- Remove all lime scale from taps and urinals

### THE PERSON

This is a hands-on role and the person appointed will be:-

- Possess a high initiative
- Have excellent levels of attention to detail
- Have a flexible approach
- Be efficient in the undertaking of tasks
- Be punctual
- Good communication skills

