



## Position description

Cleaner.

**TAKING DIRECTION FROM:** Head Cleaning Supervisor

**FUNCTIONAL RELATIONSHIP:** Cleaning Team  
Staff

### SUPPORTING THE GOALS OF:

- Overall site excellence

A high level of communication and support must exist within the Cleaning Department to support the goals and the expected outcomes of the Department.

The cleaning team as a whole are responsible for maintaining high standards of cleanliness throughout the whole school and boarding facility.

Direction will be given by the Head Cleaning Supervisor in regard to rosters and additional duties.

### KEY ATTRIBUTES:

- Efficient Use of time
- Team Collaboration and Support
- Effective communication
- High standards

DUTIES	FREQUENCY	OUTCOME
To carry out the cleaning duties in your rostered area	Daily	Healthy, clean living and learning environments
To provide back up for the team if staff are absent or sick	When required	To be flexible to provide team support
To work as part of the spring-clean in the term breaks	When required	Overall site excellence
To support and facilitate the cleaning for hireages in school holidays	When required	To maintain a good relationship with groups who hire the school.
Timesheets – To fill out your correct hours worked daily on your timesheet.	Daily	Correctly paid
To ensure you are in uniform and well presented	Always	High standards maintained
Other duties that may arise	When required	Team support