



VACANCY

AFTERNOON AND EVENING CLEANER

Location: All Saints Centre, New Road, Hackbridge, CR4 4JN

Job Title: Afternoon and Evening Cleaner, permanent role of variable hours with statutory holiday and sickness entitlements, subject to satisfactory references and a 3-month probation. A funded DBS check is required prior to commencement. **Salary:** London Living Wage (£10.55 per hour currently)

We are looking for a responsible and friendly individual to join us in supporting our increasingly busy centre in the weekday afternoons and evenings. This can be either a job share role between two people to work either alternate days, weeks or shifts, or a full role for one person to work both afternoons and evenings in a split shift. The **aim of the post** is to be responsible for the cleaning and security of the Centre during the week at the end of the day time and evening sessions each day. To tidy up and clean after various groups have used the halls in the Centre, ensuring the utmost levels of presentation and cleanliness ready for users the following morning. Once tasks are complete the Centre must be locked and secured.

Following the completion of the probation period the staff member will often be working alone in the building

The centre consists of three halls, a large kitchen, five toilets and office space.

We have regular users of the Centre during the week, who have different needs from week to week. Thus the **hours of work** are variable between 5 and 10 hours per week. Hours are agreed in advance, usually falling between 3pm and 10pm, Monday to Friday. This will often require working a split shift, for example one hour at 3pm and one hour at 9pm. In this example, two hours of work are payable. There may be instances of work being offered for weekends in addition to the hours mentioned above.

The person will be punctual and reliable, ideally with professional cleaning experience and fluent in spoken English for health, safety and security reasons.

Full **training will be given**, however **useful experience** would be in the areas of professional cleaning, customer service, independent work following supervised instruction, a key holder, care of a shop or other building.

For an application pack, please contact allsaintscentre@gmail.com or call 020 8646 1937.

We look forward to hearing from you.