

JOB DESCRIPTION

Pollokshields Burgh Hall is an A listed building on the edge of Maxwell Park. It is an award-winning wedding and event venue and also plays host to community groups. The Trust that manages the venue and its Lodge houses, is looking for a Cleaner to join the small team of part time staff that operate the business. You will take pride in your work and in the building, have great customer service skills and make sure that building is kept to the highest standards of cleanliness.

PURPOSE OF YOUR JOB

To be responsible for the cleanliness of the building, and the Lodge houses and to carry out cleaning tasks professionally and diligently to ensure a clean and safe environment for users of Pollokshields Burgh Halls.

MAIN AREAS OF RESPONSIBILITY

- ❖ To effectively clean the Halls within the main building
- ❖ To clean the Lodge houses and replace linen when required
- ❖ Adhere to the company's cleaning system
- ❖ Adhere to the company's safety policies to create a safe working environment for everyone
- ❖ Monitor supplies of cleaning materials, consumables, reordering through office as required
- ❖ Monitor linen levels
- ❖ Be available to carry out deep cleaning when required ☞ Notify management of deficiencies or repairs required
- ❖ Ability to work unsupervised and deliver a high standard of work
- ❖ Complete report at the end of shift.

ATTRIBUTES

- ❖ Be reliable and practical
- ❖ High level of attention-to-detail
- ❖ Good organisational abilities
- ❖ Be flexible with hours – early mornings may be required
- ❖ To be physically fit
- ❖ Communicate effectively in both verbal and written format
- ❖ Liaise with other staff
- ❖ Be cognisant of the A-Listed status of the building and its construction and design
- ❖ Follow health and safety regulations
- ❖ Resident in proximity to Halls would be an advantage

Job Types: Part-time

Do you sound like an ideal candidate? Send your CV today to office@pbhalls.co.uk.

Salary: £4.81-£9.50 per hour