



IMMANUEL LUTHERAN COLLEGE

JOB AND PERSON SPECIFICATION

CLEANER

POSITION TITLE	Cleaner
REPORTS TO:	Business Manager through the Cleaning Supervisor
SALARY AND CONDITIONS	As per Lutheran Schools Enterprise Agreement
COMMENCEMENT DATE:	
TENURE:	Casual

Primary Role/Purpose:

In this role, Cleaners are to:

- Model service as shown to us by our Lord and Saviour Jesus Christ.
- Display the qualities of good organisation and communication.
- Work as a member of a team.

Relationships and Authority

Cleaners are responsible to the Principal of Immanuel Lutheran College through the Business Manager, and Cleaning Supervisor.

Skills, Experience and/or Qualifications:

- Previous commercial cleaning experience preferred.
- Current Queensland driver's licence (manual) would be an advantage.
- Possess current Suitability Card ('Blue Card') from the Commission for Children and Young People and Child Guardian for working with children (if successful applicant does not currently hold one of these cards, an application form will be forwarded with offer of appointment).

Expectations and Responsibilities:

Cleaning staff will be responsible for cleaning and physical security within the College before and after school. Specific areas of responsibility may include, but are not limited to:

- Clean building floors by sweeping, mopping, scrubbing, or vacuuming.
- Empty bins and clean as required. Rubbish to be bagged and deposited into the central industrial bin.
- Clean and disinfect all toilets, hand basins and surroundings.
- Clean tiles, mirrors and taps in all bathrooms.
- Clean and polish furniture and fixtures as required.
- Clean windows, glass partitions and mirrors.
- Dust furniture, walls, machines and equipment.
- Steam-clean or shampoo carpets.
- Strip, seal, finish and polish floors.
- Defrost and clean fridges when required.
- Follow procedures for the use of chemical cleaners and power equipment.
- Monitor building security and safety by ensuring doors are locked after school hours.
- Notify the Cleaning Supervisor concerning damage to property, graffiti or vandalism.
- Remove cobwebs and other insect nests.
- Pressure clean concrete paths and walkways.
- Drive vehicles when required to perform rubbish removal.
- Other duties as directed by the Principal or Business Manager.

Hours of Duty:

Working hours to be negotiated to suit College requirements (flexible working hours required.)