



MaristCollege
Canberra

CLEANER

Duty Statement

The Cleaner is responsible to the College Headmaster through the College Business Manager and College Facilities Manager to carry out their duties on a day to day basis as requested by the College Caretaker.

DUTIES

The duties required of the cleaner include but are not limited to:

- 1) Clean assigned areas within College buildings according to the manner and schedule determined by the College Cleaning Supervisor. This will include but is not limited to:
 - a) Sweeping
 - b) Mopping
 - c) Vacuuming
 - d) Dusting
 - e) Cleaning of toilets and bathrooms
 - f) Window cleaning
 - g) Targeted cleaning of specialist areas within the College
- 2) Ensure that general and recyclable wastes are appropriately disposed of.
- 3) Store cleaning supplies and equipment in the assigned places and ensure stores and equipment are kept clean and tidy.
- 4) Comply with requirements of the Work Health and Safety legislation and College WH&S responsibilities and procedures as published.
- 5) Comply with the College's Staff Code of Conduct as published.
- 6) Other duties as directed by the Headmaster or their delegate.

REMUNERATION

The Cleaner is paid according to the Support Staff (Daramalan College, Marist College Canberra, and St Edmund's College, Canberra) Multi-Enterprise Agreement 2015-2019, dependant on experience and qualifications.

HOURS OF DUTY

The Cleaner's hours of duties will be:

- Weekdays during school terms – from 4pm – 8pm.
- During school term breaks – to be determined, and dependent upon cleaning duties required to be undertaken