

Position Description Cleaner



WHO ARE WE

We are a team of committed educators and support personnel who fundamentally believe that that students learn best when they feel safe, respected, and are genuinely engaged and challenged by purposeful, creative, differentiated opportunities to learn about themselves and the impact they can make in the world they live in.

Vision

Together, creating an authentic learning community where students and staff flourish with Christ at the helm.

Mission

To provide quality Christian education, strong foundations for life and learning.

Our Core Belief

Every child is unique and created in God's image.

Foundations for life and learning

Life

Faith – We seek God with all our heart

Compassion – We rise by lifting others

Integrity – We do what is right not what is easy

Courage – We stretch ourselves beyond what is comfortable

Learning

Question – We learn to question so we can question to learn

Create – We are created to create

Improve – We improve by failing forward

Communicate – We seek to understand to be understood

ROLE DESCRIPTION

The Cleaner is to provide and maintain a high standard of cleanliness and hygiene of College facilities. The Cleaner is to ensure that are utilities are turned off and the facilities are secured at the end of each shift.

Hours of Work: Minimum of 2 hours per shift

ACCOUNTABILITY

The Cleaner is accountable to the Business Manager

KEY INTERNAL RELATIONSHIPS

- Executive Team
- College Staff

SKILLS AND ABILITIES

- High attention to detail
- Excellent time management and prioritisation
- Ability to understand and follow rules, oral and written instructions, and regulations
- Awareness of Workplace Health & Safety policies & procedures

PHYSICAL REQUIREMENTS

- Sufficient vision to read printed material, see distant objects with clarity, and identify and distinguish objects.
- Sufficient hearing to hear conversations in person and on the telephone and hear sounds clearly up to 6 metres.
- Ability to speak in an understandable voice with sufficient volume to be heard in normal conversation and on the telephone, and in addressing groups.
- Ability to exert up to 25 kg of force to lift, carry, push, pull, or otherwise move objects.
- Sufficient manual dexterity and/or mobility to grasp and/or manipulate objects, operate mechanical office and classroom equipment, and move about the work area. This type of work requires walking, standing, bending, kneeling, reaching and repetitive arm movements sitting for long period and requires intense concentration in all driving conditions.
- Ability to wear a hip/backpack vacuum

PSYCHOLOGICAL REQUIREMENTS

- Handle stressful situations calmly and effectively
- Anger management and conflict resolution
- High level of emotional resilience
- Demonstrate strong social skills and relatability

ADDITIONAL REQUIREMENTS

- Current “Queensland Working with Children Blue Card” or obtain prior to commencement
- Maintain full vaccination status for COVID.

KEY DUTIES AND RESPONSIBILITIES

- General cleaning duties involving but not limited to sweeping, vacuuming, mopping, wiping and dusting of classrooms and furniture
- Toilet cleaning involving but not limited to sweeping, vacuuming, mopping, wiping and dusting of toilet bowls, basin, mirrors, walls, windows and floors
- Maintain all cleaning related equipment and supplies to an acceptable standard
- Complete cleaning checklists
- Identify and report improvement ideas for efficiency of day to day cleaning tasks
- Ensure a safe and hazard-free workplace environment by reporting any health and safety hazards. Comply with College workplace health and safety policy and procedures at all times
- Work cohesively as a team members and as required, assist team members to ensure all work tasks are completed
- Other duties as requested by Business Manager or College Executive