

## **Cleaner**

### **Job Responsibilities:**

- Responsible for all basic cleaning in and around school.
  - Cleans floors and rooms. including dust mopping, damp mopping, sweeping, vacuuming, dusting, picking up larger objects off the floor, and spot cleaning glass and windows.
  - Cleans toilets, including restocking dispensers, emptying trash, cleaning and sanitizing fixtures, cleaning mirrors, spot cleaning partition doors and walls, sweeping and mopping tile floors, and cleaning toilets and urinals.
  - Vacuums, empties trash, and replaces liners.
  - Sets up, stocks, and maintains cleaning equipment and supplies.
  - Monitors and maintains sanitation and organization of assigned areas.
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- Assists other cleaning zones when needed.
  - Performs additional duties as needed.
  - Refilling supplies, such as toilet paper and paper towels
  - Cleaning spills, broken glass and other messes up as quickly as possible
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- Coordinating duties with other cleaners
  - Performing maintenance activities related to cleaning such as ensuring toilets are sanitary
  - Ordering new cleaning supplies as needed

### **Cleaner Qualifications / Skills:**

- Excellent interpersonal communication and organisational skills
- Strong interpersonal and problem-solving abilities
- Highly responsible & reliable
- Ability to work cohesively as part of a team
- Proactivity and the ability to work independently with minimal supervision
- Knowledge of health and safety standards and the ability to handle cleaning chemicals safely
- Excellent time management skills, ability to multitask and maintain schedule while responding to incidents

### **Education, Experience, and Requirements:**

- Previous cleaning experience a plus