Job Title:

 **Cleaner**

Main purpose of job:

 To clean all aspects of holiday cottages to a high standard

Relationships:

1. Responsible to: The Partners
2. Responsible for:
3. Liaison with: Cleaners, Shop and Restaurant Staff, Managers, Partners and Guests

Main tasks of job:

* Stripping beds and making beds – in line with COVID-19 guidelines
* Collecting and sorting dirty laundry, loading and operating washing machine, hanging out wet clean washing, bringing in dry clean washing – in line with COVID-19 guidelines
* Processing laundry for Laundry Company to collect
* Removing cobwebs, dusting and polishing
* Vacuuming
* Cleaning bathrooms to include sink, bath, shower, toilet and floor
* Cleaning kitchen to include fridge, hob, oven, surfaces, cupboards, dishwasher and floor
* Checking crockery and utensils cleanliness, wear and tear, amount
* Cleaning windows, door handles, skirtings and other fixtures
* Cleaning and de-icing freezer
* Sweeping outside areas, cleaning door mats and grates
* Cleaning washing machine shed
* Putting out clean linen (towels, tea towels, cloths, mats)
* Checking supplies of soap, dishwasher tablets, toilet rolls, tea, coffee and sugar and replenishing where required
* Using cleaning materials as per the directions stated on product, including the correct use of personal protective equipment
* Take reasonable care of your own and other people’s health and safety
* Adhering to COVID-19 guidelines
* Keeping cleaning cupboard tidy
* Putting all cleaning products in cleaning cupboard and keeping cupboard locked when not in use
* Reporting any breakages, damages, shortages to a Manager or Partner
* Ensuring cottage and arrival information is well presented for guests’ arrival

The above is not an exhaustive list of duties and you will be expected to perform different tasks as necessitated by your changing role within the organisation and the overall business objectives of the organisation.

Job description approved by:

Bryony Brock

Date:

7th July 2021

Additional information:

Skills

* Be very thorough in your work
* Have excellent attention to detail
* Able to take responsibility, use own initiative and be self-motivated

Hours of work

* Fridays and Mondays depending on bookings
* Start at 10:00am, finish as business dictates
* Fixed term position, immediate start and finishing end October 2021

Rate of pay

* £10.00 per hour, paid weekly in arrears
* Staff discount of 10% off products in the shop and café for staff only (non-contractual)

Probationary period

* The first 8 weeks of employment will be a probationary period during which you and your employer would have an opportunity to assess your suitability for the position required

**To be considered for this role please complete our application form and return it to us or send your covering letter and CV. Our email address is** **info@washingpool.co.uk** **, our postal address is Washingpool Farm, Bridport, Dorset DT6 5HP or hand in to our Farm Shop.**