

## **PART-TIME CLEANER**

**Reporting to:** Facilities Coordinator

**Location:** Blackburn Youth Zone

**Salary:** National Minimum Wage

### **Job Purpose:**

To provide a cleaning service in accordance with the aims and objectives of Blackburn Youth Zone.

### **Context of the post:**

An iconic state-of-the-art Youth Zone is now open in Blackburn. Attracting young people from across the town and beyond by its fantastic facilities, Blackburn Youth Zone will provide positive activities and practical support, especially for those who are disadvantaged.

The three-storey building will have dedicated sports halls with a climbing wall, gym, dance and performing arts spaces and as well as visual arts facilities. Also included are a kitchen, games and social areas and an all-weather pitch on the roof. The centre is open seven nights a week, at weekends and during school holidays.

Blackburn Youth Zone will be a success by bringing the town together to support our young people. Whatever it be via offering financial support through our fundraising work or practical help through volunteering time or service all the whole community can play a part.

### **Main Responsibilities:**

- To be responsible for cleaning areas of Blackburn Youth Zone as allocated by the Facilities Coordinator
- To use cleaning materials as instructed by the Facilities Coordinator
- To operate cleaning machinery in cleaning soft and hard surfaces e.g. vacuum cleaners and polishers.

### **Duties to Include**

- Vacuum cleaning hard and soft floors
- Spot cleaning of spillages
- Wiping furniture, ledges, pipes, paintwork, doors and polishing door glass
- Emptying and cleaning bins
- Cleaning toilets, sanitary fittings and surrounds
- Mopping and spray cleaning hard floor surfaces
- Floor polishing with machine - full training will be given
- Wiping, polishing and straightening furniture
- Replenishing janitorial supplies in toilets etc
- Checking and closing windows, switching off lights after work, setting security alarms
- Moving items of furniture and other items
- Such other duties as may be allocated from time to time

- All defects/hazards must be immediately reported to the Facilities Coordinator.

**Skills / Experience**

- Previous experience preferred but not essential
- Able to communicate clearly and follow instructions
- Ability to prioritise work
- Ability to manage time effectively
- An understanding of and commitment to equality and opportunity
- Initiative and the ability to work without supervision
- Work as part of a team
- Be flexible to changing demands of the post
- Take pride in a job well done

**General**

The job is flexible, part-time week day mornings and weekends and will be located at Blackburn Youth Zone, Jubilee Street, Blackburn. Hours will be between 6 & 16 hours per week and will include working weekends. Blackburn Youth Zone is an equal opportunities employer.

For further information, email: [hr@blackburnyz.org](mailto:hr@blackburnyz.org) Tel: 01254 292000.

In accordance with our Child Protection and Safeguarding procedures, this position requires an enhanced DBS check.