



Job Title: Weekend Cleaner

Hours: 4 hours per week plus holiday cover

Pay: £12.21 an hour

Location: Hatfield Peverel Village Hall, Maldon Road.

Overview:

Hatfield Peverel Community Association is looking for a weekend cleaner to join the village hall team. The role is for 4 hours per week over Saturday and Sunday and will require the successful candidate to work 2 hours on Saturday mornings and 2 hours on Sunday mornings, with all work to be completed before 9am.

Duties:

- To ensure that the village hall is an attractive property for hirers, cleaning all areas in accordance with the schedule.
- Cleaning will include (but not limited to), sweeping, vacuuming and mopping floors, dusting and cleaning toilets.
- Removing waste to the appropriate area and replenishing toilet paper and soap.
- To report any day-to-day maintenance issues such as minor repairs, changing light bulbs etc to the Hall Co-ordinator.
- To provide a positive experience for all hall users.