

Job Description - Cleaner

Purpose of post

To provide a high standard of hygiene and cleanliness throughout the nursery.

Key Areas

Develop appropriate and workable routines to ensure all areas of the Nursery are maintained to the highest standard of cleanliness.

Responsible To:

Directors / Officer in Charge

Main Duties

- To share in the responsibility for safeguarding and promoting the welfare of all children in the nursery
- Empty and wash out bins in all rooms
- Tidy and dust Staff Room and Office, wash sink and work surfaces
- Vacuum Carpets throughout
- Clean Nursery toilets, staff toilets and all hand basins
- Wash floors in laundry, toilets, kitchen and Nursery
- Damp dust where appropriate
- Clean and dust Nursery furniture; cupboards, tables and chairs etc
- High level clean walls, cupboards, windows etc when required
- When necessary do extra hours to spring clean rooms one at a time
- Keep a check on cleaning materials and re-order via the Office
- Lock the building securely

Any other duties as may be required from time to time and work additional hours to suit to complete monthly high level cleaning routines and spring cleaning