



Brownhills Community Association

Brownhills Community Centre, Chester Road North, Brownhills, Walsall. WS8 7JW

Telephone: 01543 452 119

Email: info@brownhillca.org.uk

www.brownhillsca.org.uk

Job Description

Job Title: Cleaner

Job Summary: Cleaning for Brownhills Community Association and Brownhills Library

Duties:

- To be responsible for cleaning of the buildings.
- To be responsible for opening and closing the sites, and security of the buildings.
- Care of furniture and equipment.
- To undertake other related duties as directed.

PLEASE NOTE: Day to day duties will be agreed with the Centre Manager.

Minimum Requirements

Qualifications

No formal qualifications necessary as training can be given in the use of electric buffers and cleaning equipment etc.

Experience

Previous experience preferred but not essential.

Ability

The ability to work with the staff of Brownhills Community Association. To liaise with other staff and members of the community.



Charity No.: 1054738





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Supervision

The post holder will be accountable to the Site Manager as the immediate line manager.

Responsibility

The post holder will be responsible for equipment belonging to the Community Association used in connection with their duties and will account for them in accordance with the appropriate regulations.

Conditions of Service

As supplied on appointment

Roles and Responsibilities

- Security of the sites.
- Cleaning.
- Contact with external agencies and organisations to enable the site to operate.
- Work independently on own initiative and as part of a team as necessary.
- Help to support a range of various activities.
- Any duty as deemed necessary in line with the job role.



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