

**Job Description**

**Job Title** Support Centre Cleaner

**Salary**  £12.29 per hour

**Hours**  20 hours per week, Monday to Friday (7am to 11am each day although some flexibility may be required)

**Location** The Joshua Tree Support Centre, Dalefords Lane, Sandiway, Cheshire

**Reports to**  Head of Operations

**Role Overview**

The key purpose of this role is to undertake the cleaning of part of our support centre to the highest possible standard ensuring that an immaculate facility is offered throughout.Cleanliness of our support centre is essential to us and our beneficiaries and is something we are not prepared to compromise on.

The role will require the successful applicant to have excellent attention to detail and who is self-motivated, friendly & approachable with a ‘can do’ attitude and a passion for ‘doing a great job’. By joining our charity, you will be a valued and fully inclusive member of our team knowing that you are contributing to our overall objectives and helping to make a difference to the families we support.

Normal hours are outlined above however, some flexibility may be required with this role such as when Family Support events are taking place during some weekends or the current cleaner is off work. Any change in hours or days will be discussed with you and agreed in advance. You will be expected to share the opening of the centre with our existing cleaner when you arrive on site.

**Duties and Responsibilities**

* To carry out all cleaning to the required standard of cleanliness as specified by the Head of Operations maintaining high standards of hygiene in line with the Infection Control Policy to ensure we keep families, staff, and visitors safe;
* To ensure that any tools or light equipment and machinery supplied for use are kept in good condition and stored securely in the designated areas;
* To keep storage areas clean and tidy and make sure all materials and equipment are stored in a safe manner;
* To ensure the correct use of materials and equipment in accordance with the manufacturer’s instructions and recommendations;
* To use, where appropriate, powered equipment in undertaking cleaning duties;
* To notify the Head of Operations of any mechanical failure of equipment or equipment unsafe for use;
* To report any hazards to the Head of Operations to ensure a safe environment for all visitors & staff;
* To undertake all cleaning duties including washing, sweeping, vacuuming, emptying of litter bins, dusting and polishing of all areas including toilets, showers, fixtures and fittings and inner glass;
* Other duties as may be required to fulfil the objectives of the role
* Ensure regular laundering and maintenance of all linen and bedding -The area includes 3 accommodation units and associated washing facilities.
* Adhering to all The Joshua Tree policies and procedures;

This job description should be seen as enabling rather than restrictive and will be subject to regular review.  The Joshua Tree is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be subject to a DBS check. This post is exempt from the Rehabilitation of offenders Act 1974.

To apply please sent a current CV, Cover letter and completed applicant information form to davidperrin@thejoshuatree.org.uk

Closing date: Friday 29th August 2025

If you would like to have an informal discussion about the role please email David directly to arrange.