

BROMSGROVE SCHOOL

A leading co-educational Boarding and Day School with excellent facilities set in 100 acres of attractive grounds.

ASSISTANT HOUSEKEEPER

To join the School's Housekeeping team.

Working hours are Monday to Friday 6.00 a.m.-9.00 a.m. term time only.

For an informal discussion regarding this vacancy, please contact the Domestic Manager
Telephone 01527-579679 Ext. 218

Closing date for all applications is Monday 4th September 2017.

The School is committed to safeguarding and promoting the welfare of children and young people. Applicants must be willing to undergo child protection screening including checks with past employers and the DBS.

JOB DESCRIPTION: Assistant Housekeeper

Line Manager: Domestic Manager

Rate of Pay: £ 7.69 per hour

MAIN DUTIES

1. The cleaning of floors by sweeping, mopping, vacuuming, spray cleaning and buffing where appropriate. Emptying and disposing of all litter and rubbish. Washing, polishing and dusting of furniture, fixtures, fittings and walls. The area designated may include toilets, urinals, baths, showers and sinks.
2. Spring cleaning will be undertaken at times specified and will include the following tasks: shampooing carpets, the stripping and resealing of hard floor surfaces, descaling sanitary fittings; the washing of walls and the cleaning of internal windows and glass.
3. Undertaking any such reasonable work as may be deemed necessary in the interest of the School and which may be outside your trade/employment specialisation.

EQUIPMENT DUTIES

1. Vacuum cleaner, floor polisher, wet pick-up, carpet shampoo machine, soil extractor, dust control mop, hi duster, mop and bucket and rubber gloves.

SAFETY

1. Assistant Housekeepers are to work to prescribed safe working practices particularly in areas that are occupied. You are to familiarise yourself with current

fire regulations and precautions and be aware of emergency exits in the buildings in which you are employed. On the job training will be given by the Domestic Manager as and when necessary or required.