



POSITION DESCRIPTION

Position title: Cleaner
Hours per week: 2-4 hours or as required

Southland Softball Association (SSA) are committed to providing an opportunity to deliver positive softball experiences for Southlanders we believe that as part of this process we need a friendly, helpful, proactive cleaner.

Purpose of Role

The purpose of this role is to deliver friendly, efficient customer service creating a clean and welcoming atmosphere for all our players, visitors and staff, with the aim to provide an environment for all to enjoy.

Person Specifications

- Be helpful, confident, self-motivated and able to work in a team.
- Be able to work unsupervised in a busy environment and able to prioritise own duties.
- Honesty, reliability, trust and respect are very important to us.

Reporting to: The successful applicant will report to the SSA Board or delegate.

Functional Relationships

Administration Convenor, SSA Board, Grounds Committee, club and school representatives, coaches, umpires, players, other facility users, City Council staff and service providers to the facilities.

General

The duties and responsibilities outlined in the Position Description do not include or define all tasks which may be required to be undertaken by the postholder. The duties and responsibilities may vary without changing the general character of the role.

Responsibilities and Duties

- Must have an eye for detail.
- Clean buildings by emptying rubbish bins, sweeping and mopping floors and cleaning surfaces.
- Use cleaning solutions to remove stains and clean surfaces.
- Clean windows, mirrors, using soapy water or other cleaners, sponges, and squeegees.
- Clean and service restrooms with mops and disinfectants.
- Sweep and keep tidy external walkways and paths.
- Identify and report possible repairs.
- Adhere to the SSA Contractor's Code of Conduct and Health and Safety Policy.

I, have read the Position Description and understand and agree to the conditions outlined.

Signed _____

Date _____