

DRONFIELD TOWN COUNCIL

JOB VACANCIES

PART-TIME & FULL TIME CARETAKER / CLEANER

NJC Scale Point 4 - £9.58 per hour

We require an enthusiastic, positive, hard-working individual who is committed to providing good cleaning & caretaking duties at various locations. The role will involve undertaking the following duties to ensure facilities are clean and ready for bookings:

- inspecting the interior and exterior of buildings
- setting up rooms for bookings
- carrying out weekly fire alarm test
- cleaning tasks
- general handyperson duties
- ensuring adequate stock is maintained
- responding to emergency call outs
- ensuring premises and facilities are opened on time
- ensuring building and premises are locked securely

This post will involve working five out of seven days, on a variable basis and will include evening and weekend work, depending on bookings. The successful applicant will be expected to cover additional hours when required. The number of hours is to be agreed with the applicant.

Application forms to arrive no later than 12 noon on 16th August 2019.

If you would like to apply please contact:

Town Clerk, Dronfield Town Council, Civic Hall, Dronfield Civic Centre, Dronfield
Derbyshire S18 1PD or

Tel: 01246 418573 or Email: joanne.mitchell@dronfield.gov.uk