

BRISTOL FOLK HOUSE

Registered Charity no. 1184395

40a Park Street Bristol BS1 5JG

Phone: 0117 926 2987 Email: admin@bristolfolkhouse.co.uk Web: www.bristolfolkhouse.co.uk

CLEANER - WEEKENDS

Part-time position / Permanent

The Bristol Folk House is a 100-year-old Adult Education Centre, providing a large range of part time courses and workshops for the community. Our aim is to provide a community space for generations to come and increase our appeal to the wide community, including improving our accessibility.

The role of the Cleaner at the Bristol Folk House is to take care of our facilities and carry out cleaning and maintenance duties.

The goal is to keep our building in a clean and orderly condition and maintaining high standards of cleanliness throughout the building.

The hours will depend on our event programme; however, we can be flexible around the successful candidate regarding morning or evening hours. This role would suit someone who is looking for something to fit in around other commitments and is interested in supporting the arts and working in an education/community centre setting.

This is a key holder role, so references are required.

JOB TITLE

Cleaner - Weekends

REPORTS TO

Head of Operations

HOURS

Saturday and Sundays – dependant on event timetable

Minimum of 2.5 hours per weekend (Most weekends 5 hours)

7am – 9am (or earlier) or 4pm – 6pm - Flexible for am or pm to suit successful applicant.

Occasional cover for weekday cleaner

SALARY

£12.90 per hour on PAYE (more for freelance)

BENEFITS

50% off courses at workshops at Bristol Folk House (excluding material fees)

JOB TYPE

Part time / Permanent

LOCATION

40a Park Street, BS1 5JG

APPLICATION DEADLINE

ASAP (We will close applications once we find the right candidate)

START DATE

The successful candidate will be required to start as soon as possible for training.

KEY RESPONSIBILITIES

- Cleaning, stocking, and supplying designated facility areas (dusting, sweeping, vacuuming, mopping, cleaning ceiling vents, restroom cleaning etc)
- Performing routine inspection
- Carry out heavy cleansing tasks and special projects.
- Notify management of occurring deficiencies or needs for repairs.
- Stock and maintain cleaning supply rooms and cupboards.
- Open and closing the building.

PERSONAL ATTRIBUTES

- Hardworking
- Very good attention to detail
- Good communication skills
- Self-starter and comfortable working alone
- Responsible and reliable
- Experience cleaning larger buildings or venues.

Please note:

- This role involves lifting of equipment, tables, and chairs as well as some climbing of ladders.
- PPE will be provided.
- Currently, we do not have step free access or accessibility facilities. Parking is not always guaranteed but can be arranged.

To apply for this position, please email a CV and covering letter to **anna@bristolfolkhouse.co.uk**

Please fill out our Equality and Diversity monitoring Form: <https://forms.gle/5mP4JbuJMKYqytPp9>