

## **Galway and Roscommon Education and Training Board: Cleaner (Part Time) - Abbey Community College** **(<https://www.activelink.ie/node/109580>)**



**gretb**

Bord Oideachais agus Oiliúna  
na Gaillimhe agus Ros Comáin  
*Galway and Roscommon  
Education and Training Board*

### **Cleaner**

**Abbey Community College, Boyle, Co. Roscommon**  
**Permanent, Part-time, 25 hours per week**

### **CLEANER DUTIES – INCLUDE THE FOLLOWING**

#### ***DAILY***

- Daily sweeping/vacuuming/cleaning of surfaces and floors in classrooms, corridors, offices as necessary
- Daily cleaning, wiping and sweeping in canteen area and staff room after break and lunch
- Mopping and making safe any water or spills on floors
- Cleaning and maintenance of reception area
- Removal of paper from desk areas and the separation and disposal of waste
- Cleaning and disinfecting toilet areas
- Reporting any damage or hazards
- Responsibility for the safe storage of all keys, fobs, hazardous materials, cleaning equipment and tools
- Securing the school doors and windows on a daily basis

#### ***WEEKLY***

- Wiping down, dusting all window surfaces and removal of graffiti where necessary
- Thorough disinfecting and cleaning of toilet areas, urinals, toilet bowls and floors of toilet areas
- Cleaning offices including surfaces and floors
- Emptying the waste and recycling bins throughout the school
- Refuse bins to be left out for removal from premises
- Inspect all areas to identify problems needing attention

#### ***MONTHLY***

- Carry out a review of all areas for cleaning and upkeep to identify and plan cleaning on a scheduled basis

#### ***GENERAL***

- Responsibility for maintaining floor areas and surfaces to the highest standards of cleanliness and hygienic condition
- To support the schools Green Policy of Recycling and Waste Disposal
- Preparation of Examination Centres as necessary
- Preparation of school premises for special occasions
- Ensure that the school is cleaned during holiday periods
- Flexibility with regard to rotating duties with colleagues
- Working as part of a team.

*Any other duties as assigned from time to time by the Principal, Deputy Principal/designated teacher/ manager*

## **Application Process/Apply for the position:**

All particulars of post and online application process can be found on the GRETB website:

<https://gretbcareers.thehirelab.com/LiveJobs/JobApply/5714> (<https://gretbcareers.thehirelab.com/LiveJobs/JobApply/5714>)

Closing Date: 23/07/2024 12:00 PM

**Contact details** : All job queries can be submitted to [recruitment@gretb.ie](mailto:recruitment@gretb.ie) (<mailto:recruitment@gretb.ie>).

### **Region**

Boyle, Co Roscommon

### **Date Entered/Updated**

16th Jul, 2024

### **Expiry Date**

23rd Jul, 2024

---

**Source URL:** <https://www.activelink.ie/vacancies/community/109580-galway-and-roscommon-education-and-training-board-cleaner-part-time-abbey-community-college>