

## JOB DESCRIPTION: Cleaning Staff

Job profile	
Job title	Cleaner
Team/Department	Operations
Reports to	Head of Operations
Principle Location	Hope Street Church
Travel required	No
Full time or Part time (days per week)	Part-time 1 day a week - can be split x 2 half days
Salary	£4462 as pro rata of £22,308 FTE
DBS check required (Yes/No)	No
Special conditions of employment	None
Date written/updated	30/01/24

### Role context

Hope Street is a new resource church within the Diocese of St Asaph started in summer 2020, given a bold commission for evangelism and mission. We have a vision to be “a people of hope, following Jesus, giving ourselves away to see Wrexham renewed”. We seek to live out the gospel with courage, creativity, and generosity; and raising up and empowering the next generation. As a resource church we have a vocation to train leaders and plant churches in order to play our part in the evangelisation of the nation, the revitalisation of the church and the transformation of society.

Having started during a global pandemic, since 2020 the church has grown quickly, to around 300 adults and 80 children and youth at the beginning of 2024. Our building, a newly refurbished former Burton shop in the centre of Wrexham, hosts a variety of midweek activities and a coffee business, ‘Tabernacl’, run by our café manager. We are planning towards our first church plant in 2025.

### Role purpose and objectives in the context of the Team’s role and aims

We are looking for a Cleaner to take care of our facilities and carry out various cleaning duties as needed.

The goal is to keep our building in a clean and orderly condition, so that our ministries can operate to their fullest potential within the building.

### Key responsibilities

- Clean, stock and supply designated facility areas (dusting, sweeping, vacuuming, mopping, cleaning ceiling vents, toilet & Kitchen cleaning etc)
- Empty rubbish bins.
- Perform and document routine inspection and maintenance activities.
- Carry out heavy cleansing tasks and special projects.
- Notify management of occurring deficiencies or needs for repairs.
- Make adjustments and minor repairs.

- Stock and maintain supply rooms.
- Cooperate with the rest of the staff.
- Follow all health and safety regulations.

## Essential and desirable skills, knowledge and experience required for the job

### ESSENTIAL SKILLS:

- Commitment to the vision and values of Hope Street Church
- Excellent organisational skills
- Able to complete tasks on time with minimal supervision.
- Proven experience in a similar role.
- Able to use a variety of cleaning products and equipment.
- Able to stand for extended periods of time.
- Integrity
- Able to use initiative in cleaning duties.
- A good sense of attention to detail.

### DESIRABLE SKILLS:

- Knowledge of cleaning chemicals and supplies
- Familiarity with Material Safety Data Sheets
- Ability to perform light maintenance duties.
- Ability to handle heavy equipment and machinery
- Welsh language



## Working environment

We are a dynamic working environment. Our ethos is to be grateful, gracious and professional as a staff team, giving our best and working with integrity and generosity. It will be an exciting and challenging place to work, full of variety and with a can-do attitude.

## Work expectations

- Part-time.
- 25 days holiday per annum (pro rata)