



Cleaner (Casual position)

We are seeking a dedicated cleaner who takes pride in their work and understands the importance of a clean, safe and welcoming environment for student, staff and visitors.

This is a casual position and you must be available to work afternoons or early morning shifts or weekends as required.

Position Description

Position Title:	Cleaner – Casual
Responsible to:	Principal
Reports to:	Operations Manager
Key Stakeholders:	All internal stakeholders
Overview:	The Cleaning Team Member is responsible for maintaining a high standard of cleanliness and hygiene across multiple school and boarding house sites. This role ensures that students, staff, and visitors have a safe, clean, and welcoming environment by performing routine cleaning tasks and responding to specific cleaning needs.
Roles, Responsibilities & Expectations	<p>Ethos</p> <ul style="list-style-type: none"> Actively support and promote the Christian ethos of Calrossy in a manner that is inclusive and sensitive to the life experiences of students, parents and staff. At all times promote the School's Christian values in a practical and accessible way that promotes our mission to provide excellence in a Christian environment. Support the School's core values of Resilience, Selflessness, Inclusiveness and Integrity. <p>Role, Responsibilities and Expectations</p> <ul style="list-style-type: none"> Carry out general cleaning tasks for all classrooms, staff rooms, library, health centre, office areas, amenities, and dormitories such as sweeping, mopping, vacuuming, dusting, emptying bins, cleaning windows/doors and shampooing of carpets. disinfecting of surfaces in classrooms, offices, boarding rooms, common areas, and bathrooms. De-cobwebbing of verandas on all campuses. Carry out deep cleaning duties as directed by the line manager such as carpet cleaning, window washing, furniture polishing and other. Replenish consumables such as soap, toilet paper and paper towels. Carry out the safe storage and use of cleaning agents to ensure the correct mixing of chemicals as per instruction. Report and identified safety hazards such as spills, broken equipment, or tripping hazards as per the school Risk Management Policies and Procedures. Report any accident, incident or near miss within 24 hours of occurrence. Complete relevant workplace documents. Assist with laundry duties as required. Follow all reasonable instructions given by your supervisor or their delegate. Comply with lawful directions. Adhere to all aspects of relevant Child Protection and Work, Health and Safety legislation. Carry out any other duties required by the Chief Operating Officer <p>Health & Safety Compliance:</p> <ul style="list-style-type: none"> Follow all health and safety guidelines, including proper use of cleaning chemicals and equipment. Use personal protective equipment (PPE) as required. Ensure walkways, staircases, and high-traffic areas remain clean and free of hazards. Report any maintenance issues, safety concerns, or damages to the Team Leader. <p>Teamwork & Communication:</p> <ul style="list-style-type: none"> Work collaboratively with other cleaning staff to ensure all areas are maintained to high standards. Communicate any issues or supply shortages to the Team Leader. Be courteous and professional when interacting with students, staff, and visitors.

Work, Health & Safety:	<p>In accordance with the Workplace Health & Safety Act 2021, Employees must:</p> <ul style="list-style-type: none"> • While at work take reasonable care for their own health and safety. • Take reasonable care for the health and safety of others. • Comply with any reasonable instruction from Calrossy. • Follow defined WH&S policies and procedures of the school.
Qualifications/Skills	<p>Qualifications/Skills</p> <ul style="list-style-type: none"> • Hold a current Working with Children Check • Hold a current driver's licence • Hold a current First Aide Certificate – desirable • Knowledge in the use of commercial cleaning equipment, materials and chemicals • Previous experience in cleaning, housekeeping, or a janitorial role is preferred but not required.
Selection Criteria	<p><i>These selection criteria will form the basis to assess applicants for short-listing and determine the successful candidate:</i></p> <ul style="list-style-type: none"> • Demonstrate good interpersonal and communication skills. • Demonstrate experience in the safe use and storage of cleaning equipment, materials, and chemicals. • Demonstrate ability to recognise and interpret Material Safety Data Sheets, equipment operating instructions, safety instructions and training guidelines. • Demonstrate knowledge in safe work practices.
Conditions of Employment	<p>Award: <i>Independent Schools (Professional and Operational Staff) Cooperative Multi-Enterprise Agreement 2025</i></p> <p>Work Type Casual</p> <p>Hours - As required</p> <p>Salary - School Operational Services Level 2.1 + 25% casual loading</p> <p>Location - Brisbane Street Campus, William Cowper Campus, Simpson House, Tangara Farm</p> <p>Conditions</p> <ul style="list-style-type: none"> • Physically demanding work in varying weather conditions • May require occasional weekend or after-hours work during peak seasons <p>Benefits:</p> <ul style="list-style-type: none"> • Annual Flu vaccinations free and on-site • Annual renewal of First Aide free and on-site • PPE provided and updated yearly
Location	<p>Calrossy Anglican School 140 Brisbane Street PO Box 1245 Tamworth NSW 2340 Ph (02) 5776 5100 admin@calrossy.nsw.edu.au</p>
Note	<p>This position description outlines the core responsibilities and expectations for the Cleaning Team Member. Duties may be adjusted based on the needs of the school and boarding facilities.</p>

All applicants are required to uphold the Christian ethos and support the school's core values of **Integrity, Selflessness, Inclusiveness, Resilience**.