



Cleaners – Permanent Part-time / Casual

Join the Calrossy Team

Calrossy Anglican School is seeking reliable, energetic Cleaners to help create a clean, safe and welcoming environment for our students, staff and wider school community. Working across our Tamworth facilities as part of a supportive team, you will play an important role in ensuring our learning, boarding and workspaces are maintained to a high standard.

About the role

- 20 hours per week, 3pm – 7pm, Monday to Friday.
- Undertake general, detailed and non-term-time cleaning across school facilities.
- Use commercial cleaning equipment, materials and chemicals safely.
- Maintain amenities, high-touch areas, shared spaces and supplies.
- Work independently to a schedule while contributing positively to the team.

We are looking for someone who takes pride in their work, communicates well and brings a dependable, safety-focused approach. Experience with commercial cleaning equipment and chemicals is desirable but not essential. A current Working with Children Check and driver's licence are required.

Looking for an immediate start.

Position Description

Position Title:	Cleaner
Responsible to:	Principal
Reports to:	Facilities Coordinator
Key Stakeholders:	Students Parents Principal and Executive Boarding Services Health Centre Operations All Staff
Overview:	The purpose of a school cleaner is to maintain a clean, safe and functional school environment, essential for the well-being and learning of students, and providing a comfortable workspace for all internal stakeholders.
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>General Cleaning & Surface Maintenance</p> <ul style="list-style-type: none"> • Floor Care: Vacuuming and shampooing carpets, sweeping and mopping hard floors, and operating commercial vacuum cleaners, floor buffers or scrubbers. • Dusting & Wiping: Cleaning surfaces including desks, tables, countertops, windowsills, and office equipment. • Glass Cleaning: Wiping down glass partitions, internal windows, mirrors, and glass doors to remove smudges and fingerprints. • Waste Removal: Emptying general waste bins and recycling bins, replacing liners, and transporting waste to central disposal or skips. • De-cobwebbing: removing cobwebs internally and externally from verandahs and buildings.

	<p>Deep Cleaning & Sanitisation</p> <ul style="list-style-type: none"> Restroom Maintenance: Scrubbing, sanitising, and disinfecting toilets, urinals, sinks, and showers. Restocking Supplies: Monitoring and replenishing hand soap, paper towels, toilet paper, and sanitiser dispensers. Kitchen & Breakroom Sanitisation: Deep cleaning sinks, countertops, external surfaces of appliances (microwaves, fridges), and washing shared dishes. High-Touch Disinfection: Regularly sanitising high-contact touchpoints such as door handles, light switches, elevator buttons, and stair railings. Non-term time deep cleaning duties as scheduled and directed by line manager <p>Safety & Stock Management</p> <ul style="list-style-type: none"> Chemical Safety: Mixing, diluting, applying and storing commercial cleaning chemicals safely according to Safety Data Sheets (SDS). Hazard Prevention: Setting up safety signage (like "Wet Floor" signs) to prevent slips, trips, and falls during shifts. Supply Inventory: Keeping track of cleaning product stock levels and reporting low inventory or faulty equipment to management. Secure Lockup: Turning off lights, closing windows, and locking up or setting alarms at commercial sites after hours. <p>General Duties</p> <ul style="list-style-type: none"> Complete relevant workplace documentation and record keeping. Assist with laundry duties as required. Report and identify safety hazards such as spills, broken equipment, or tripping hazards following the school Risk Management Policies and Procedures. Report any accident, incident or near miss within 24 hours of occurrence, following procedure. Carry out any other duties reasonably required by the Principal or their delegate. 	
Health, Safety & Wellbeing:	<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 and Experience:	<ul style="list-style-type: none"> Current Working with Children Check. Current driver's licence. First Aid Certificate – desirable. Ability to follow structured work schedules and work independently to complete high-volume tasks and contribute to team outcomes Ability to communicate effectively within a team environment. Knowledge and experience in the use of commercial cleaning equipment, materials and chemicals (desirable). 	
Selection Criteria:	<p>These selection criteria will form the basis to assess applicants for short-listing and determine the successful candidate:</p> <ol style="list-style-type: none"> Good communication, people and teamwork skills. Ability to understand operating and safety instructions, Safety Data Sheets and work schedules. Experience using and storing cleaning equipment, materials and chemicals safely. 	
Conditions of Employment:	Industrial Instrument	Independent Schools NSW (Professional and Operational Staff) Cooperative Multi Enterprise Agreement 2025
	Employment Type	Permanent/ Temporary/ Full-time/ Part-time/ Casual
	Classification	Operational Services Level 1
	Days of Work	Monday to Friday roster
	Work locations	Brisbane Street Campus, William Cowper Campus, Simpson House Boarding House, Tangara Farm
Campuses:	<p>Brisbane Street Campus (Senior 10-12 and Boarding) 140 Brisbane Street PO Box 1245 Tamworth NSW 2340</p> <p>William Cowper Campus (Junior P-6 & Middle 7-9) 242 Moore Creek Road Tamworth 2340</p>	