

Job Description - Clean Team

This role would be responsible for opening the Guiseley Theatre building and ensuring it is clean and ready for the users and audiences of the day. We envisage members of the cleaning team to take ownership of the day to day cleaning, including periodic ‘deep cleans’ of all areas of the Theatre.

Guiseley Theatre is a thriving building with over 40 weekly user groups and hundreds of attendees to events each week. It is a big building that is well used and needs constant attention to cleanliness. We are proud to offer unique facilities to the community and intend for this pride to be reflected in the presentation of the building, with cleanliness being an essential part of this. The role would involve working alone to prepare the building for the users prior to their arrival each day [first users tend to arrive for 9am]. We intend to split the hours between a team of 2-3 with one member of the team being responsible for 2-4 days in a week. We are looking for individuals who can use initiative and are capable of cleaning at floor to ceiling level. We are especially keen to hear from persons with ‘handy’ DIY skills, though this is not essential. Cleaning supplies and equipment will be provided by the Theatre.

Job Title: Theatre cleaning team
 Hours Per Week: 4-8 (2 hours per day, with additional hours, flexible)
 Rate of Pay: £12 Per Hour
 Employment Type: Employed
 Reporting to: Guiseley Theatre CIC Management

Timeline

Applications open: 3rd October 2024
 Applications close: 10th October 2024
 Interviews: 14th - 15th October 2024
 Start of employment: 21st October 2024

Responsibilities include:

- Maintaining Guiseley Theatre Facilities to a high standard
- Ensuring Guiseley Theatre is in a clean, usable state before the first users of the day
- Opening the building at the start of the day
- Periodically conducting deep cleans throughout the building
- Conducting daily cleans of toilets and floors
- Reporting cleaning stock shortages to the Theatre management
- Liaising with other members of the cleaning team to ensure all areas of the building are clean
- Cleaning specific areas at the request of the Theatre management
- Cleaning may include but not limited to mopping, sweeping, hoovering, wiping, scrubbing, loading and emptying dishwashers, loading and emptying washing machine.

All applications should be submitted via the online form at www.guiseleytheatre.org/joinus detailing your contact details, two references and upload of your CV.

If you require further information, please do not hesitate to contact Jacob Phillips, Managing Director of Guiseley Theatre at jacob@guiseleytheatre.org