

Event Cleaner

Job Description

Position: Event Cleaner

Department: Marshall Arena

Reporting to: Assistant Manager

Job level: Entry

Contract: Permanent

Hours per week: 40 5 days out of 7

Job purpose: To maintain cleanliness of the Marshall Arena, Concourse and surrounding areas.

Job Description

Main Objectives

- To keep toilets and bathrooms up to cleaning standards and always set for next event.
- Complete external check of the building daily ensuring all red ways and allocated carparks clear of rubbish.
- Ensure the arena and surrounding areas are always event ready.
- Report any general maintenance issues to line manager.
- Ensure all concourse kiosks and bars are constantly inline with company cleaning standards.

Summary of Duties

- Ensure Arena including doors, windows and walls are permanently clean.
- Arena floor to be cleaned with machine in between events.
- All toilets and bathrooms upheld to highest cleaning standards.
- Check external areas for rubbish.
- Dispose of all waste in line with recycling policy.
- Ensure all kiosks and bars are cleaned after event.
- All cleaning materials labelled and stored correctly.
- Cupboards always kept tidy and organised.
- Complete a weekly stock check of equipment and chemicals.
- Ensure COSHH and health and safety regulations always adhered to.

Person Specification

Essential

- Excellent customer service skills.
- Excellent communication skills, both written and verbal
- Excellent attention to detail.
- Flexible around working days and hours, including weekends and occasional nights.
- Evidence of working to deadlines
- Adaptable to change
- Ability to work in a fast-paced environment
- Knowledge of basic cleaning products

Desirable

- Events experience in a large-scale cleaning team.
- Strong problem-solving skills.
- Self-motivated.
- Work on own initiative

This job involves heavy lifting and long periods of standing and walking long distances.

Behavioural Indicators:

Entry/Skilled/Expert

- **Functional Skills** (Communication) Entry
- **Personal Attributes** (Confidence & Commitment) Expert
- **Personal Attributes** – (Resilience) Skilled
- **Personal Attributes** – (Self-Development) Entry
- **Personal Attributes** – (Respect for others) Expert
- **Personal Attributes** – (Integrity and Trust) Entry
- **People Skills** – (Skilful Conversations) Entry
- **Delivery at Pace** – (Passion for Customers) Entry