



King Ash Bay Fishing Club Inc.

ABN: 21 370 493 098

PO Box 474 Borroloola NT 0854

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POSITION DESCRIPTION

Amenities Cleaners

- Reports To:** President (also tasked via the Caretaker's office)
- Description of Role:** King Ash Bay has two sets of shower / toilet amenities in the powered camping area and a toilet block at the bar. Each requires cleaning daily.
- Period of Role:** 1st March 2018 to 6th November 2018
- Time Allowance:** 5.5 hours per day for all 3 amenities blocks
(1.5 for Bar, 1.5 Shower/ Toilet and 2.5 for Batten Rd Showers / Toilets)
Maybe done by 1 person or divided up between more people

Duties:

- Thoroughly clean each of the amenity blocks in the powered area. All pans, basins and urinals to be cleaned and disinfected. Floors to be washed and bins emptied. Toilet paper, soap and other consumable products to be restocked.
- Shower recess walls to be cleaned daily.
- Building walls (inside) and other items to be cleaned as required.
- Sanitary bins emptied as required.
- Clean laundry area at Eastern amenity block. Sweep floor (wash when necessary), clean laundry tubs, wipe over washing machines and clear lint filters. If machines are not working, report to caretaker.
- Call back in the late afternoon and clean as necessary, resupply toilet paper etc.
- Other duties as directed by Caretaker and/or committee.

Necessary Qualifications, Experience and Attributes:

- Willingness to perform this important task well
- Good interpersonal skills and pleasant manner

Remuneration:

Determined by discussion with successful candidate. Will be a fixed amount, based on agreed reasonable time to perform the role and the ordinary hours pay rate from the relevant award.

Timesheets to be completed fortnightly and handed to the supervisor for approval on Tuesday's. Pay days are fortnightly on Wednesday's.

Other Information:

All cleaning materials are provided by the club. The task must be performed daily, normally at set times, but there is some flexibility in this. The roles can be separated into two (amenities and bar) or combined into the one job. It is possible for either or both roles to be split between two or more applicants on a job share basis to give set days off.