



Attendant (Cleaner)

General Terms & Conditions

Job Title: Attendant

Responsible to: Apprenticeship Services Manager/Centre Manager

Hours of Work: 39 hours per week

The Attendant will work the required hours per week in a flexible manner that may include evenings and other times, in accordance with the requirements of the services in Midlands Skill Centre & Kilcruttin.

Salary: Pre2011- €39596-€40,837
Post 2011-€36,569-€40,837

Annual Leave: 22 days per annum

Contract Type: Permanent

Key Responsibilities:

The person appointed will be expected to maintain high standards of cleanliness in accordance with specified rotas. Will have to be flexible with hours of attendance. Carry out appropriate duties as specified by the Centre Manager

Role & Responsibility of Cleaner include:

- Maintain cleanliness across all areas including classrooms, offices, canteens, corridors, and communal spaces (sweeping, mopping, vacuuming, dusting).
- Clean and sanitise toilets and wash areas, ensuring hygiene standards are consistently met and supplies are replenished.
- Keep classrooms, canteens and training areas tidy, wiping surfaces and preparing rooms for daily use.
- Cleaning and assisting in room set up before and after events
- Empty bins, manage waste and recycling, and ensure facilities remain presentable throughout the day.

- Follow health and safety procedures, including correct use of cleaning chemicals and reporting hazards or maintenance issues.
- Monitor and restock cleaning supplies, maintain equipment, and assist with periodic deep cleaning.
- Any other duties deemed necessary by management

Skills Requirements:

Applicants must be flexible, willing to work under direction, work as part of the team and work on their own initiative. They must be honest, confidential, punctual, responsible and must uphold the LOETB ethos. They will have the motivation to see what must be done, and complete tasks well. Willing to travel between required apprenticeship/FET centres.