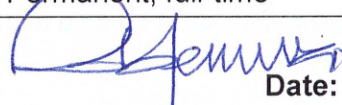


## POSITION DESCRIPTION: ASALC Cleaner/Maintenance

<b>Position title</b>	ASALC Cleaner/Maintenance
<b>Designation</b>	Level 2 (Municipal Employee) ASTC EA
<b>Position number</b>	ASALC013
<b>Responsible to</b>	ASALC Pool Operations Coordinator
<b>Position status</b>	Permanent, full-time
<b>Position description approved</b>	 Date: 23/5/21

### Primary Objective

Located at the Alice Springs Aquatic & Leisure Centre (ASALC) and within the Community Development Directorate the position will support general cleaning and minor maintenance activities throughout the facility. To mitigate the risk of transmission of disease or infection, clean, present and maintain ASALC facilities including toilets, change rooms, offices and grounds to a high standard for all users.

### Key Responsibilities

- Actively contribute to maintaining a safe and hygienic facility, incorporating appropriate cleaning practices, agents and chemicals in daily routine and in accordance with manufacturer specifications.
- Clean and suitably present all areas in and around the ASALC facility including the removal of litter, cleaning glass and hard floor surfaces, wiping down surfaces, dusting, emptying bins, spot cleaning, vacuuming and removal of spider webs.
- Ensure ASALC facility is a safe environment for users. Perform minor maintenance duties as required.
- Keep accurate daily work records, report safety hazards and issues including necessary repairs to the supervisor in a timely manner.
- Ensure that all open spaces and storages areas are adequately maintained and that they are kept in a clean and tidy manner.
- Perform grounds maintenance as required.
- Assist in the set-up and pack-up related to community events and swimming carnivals ensuring any high touch surfaces on furniture and equipment is suitably cleaned and / or sanitised as required.
- Uphold organisational values and behave according to Council's Code of Conduct, including treating other employees and the general public with respect.
- Maintain own health and safety and that of other people in the workplace or those who may be affected by the work being carried out.
- Perform other duties within capabilities and / or consistent with the level of this position as required.

### Delegations

Nil

### **Supervisory Responsibilities**

Nil

### **Qualifications**

- Current Provide First Aid and CPR (minimum).
- Chemical SMART TRAIN certificate.
- Working with Children Clearance (Ochre Card).
- Current C Class driver licence to be able to drive in the NT.

### **Selection Criteria**

#### *Essential*

1. Demonstrated ability to undertake a range of general cleaning duties.
2. Knowledge of the safe use of appropriate chemicals with the ability to measure quantities.
3. Ability to work unsupervised, follow instructions, keep good work records and report any issues to Supervisor in a timely manner.
4. Ability to safely do physical work, also work outdoors in all weather. Demonstrate a clear understanding of the WHS requirements of the position.
5. Ability to work weekends and out of ordinary hours.
6. Current Provide First Aid and CPR (minimum).
7. Chemical SMART TRAIN certificate.
8. Working with Children Clearance (Ochre Card).
9. Current C Class driver licence to be able to drive in the NT.

#### *Desirable*

1. Completed Australian Government infection control training.
2. Experience and ability to work in a cross-cultural environment.

Employee Name: \_\_\_\_\_

Date \_\_\_\_\_

Employee Signature: \_\_\_\_\_