



STONEGROVE COMMUNITY TRUST
5 HAYLING WAY, EDGWARE HA8 8BN
T: 020 8357 0923 E: INFO@SCT.LONDON

Cleaner

Role Description

POST:	Cleaner
REPORTING TO:	CEO
SALARY:	London Living Wage (currently £13.85/hr)
TERMS/HOURS:	Part-time role, 3-4 days per week, 3 hours per day. This will be an early morning or late-night shift. Permanent contract, salaried.
PENSION:	5% employer contribution if you opt-in and pay 5% yourself.
LOCATION:	OneStonegrove, 5 Hayling Way, Edgware HA8 8BN (this role is entirely on-site based)

CLOSING DATE: There is no specific closing date for this role, but we are looking to appoint ASAP as the post is currently vacant.

About the Stonegrove Community Trust

We are a vibrant young charity, started in October 2014 and led by local residents. We share the OneStonegrove centre with St Peter's Church. OneStonegrove was opened to the community in July 2016, and since then has grown into a thriving community asset.

Purpose of the job

You will be responsible for ensuring the OneStonegrove centre is clean and tidy for our visitors and staff. You will oversee the daily cleaning of the communal areas and activity spaces, which include two large halls and one small hall. You will be a keyholder, responsible for opening and locking up on your own¹¹. The role will require you to work to a daily checklist, with tasks including dusting, surface cleaning, sweeping, hoovering, and mopping. The role will suit someone who is proactive and works well on their own initiative.



Registered in England as company limited by guarantee No:
09276749 • Charity No: 1161812 Registered Office:
OneStonegrove, 5 Hayling Way, Edgware HA8 8BN

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Person Specification

We believe in hiring for aptitude over experience, and understand that you may have transferable skills from paid and voluntary work, and other parts of your life.

Essential requirements

- Organised, with experience working in a similar role or with transferable skills.
- Willing and able to work flexibly, according to the needs of the charity and our community.
- Willing and able to learn and develop into the role.
- Ability to work on your own.
- High standards and proactive approach to work.

Desirable requirements

- Previous experience of working as a cleaner.
- Knowledge of the local area, local people and local organisations.
- Previous experience of working within a charity or social enterprise.
- First aid experience or training.

Benefits

- Salaried, permanent contract role linked to London Living Wage.
- Paid sick leave, holiday pay and pension.
- Flexible working hours, a comfortable working environment.
- Significant training and development opportunities.
- Employee Assistance Programme.



- Cycle to Work Scheme.
- Season Travel tickets.

To apply

Please send your Cover Letter and CV to CEO Gus Alston at gus@sct.london

You are welcome to simply include your professional experience on your cover letter, or provide a link to your LinkedIn profile if you do not have an up-to-date CV.

Feel free to get in touch with any questions or queries.