**OPEN AGE JOB BROKERAGE TEAM: VACANCY FOR 50+ CLIENTS**

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| **Company** | **Exclusive Cleaning Services Ltd** |
| **Position:** | Kitchen Cleaner and Office Cleaner |
| **Contact** | Mary Waterman, Employment Manager at Open Age or  Diana Yansen, Job Broker at Open Age |
| **Telephone** | 07766752093 or 020 8960 4853 |
| **Email** | e-mail CVs to :mwaterman@openage.org.uk  or [dyansen@openage.org.uk](mailto:dyansen@openage.org.uk) |
| **Hours** | 40 per week between 1pm and 10pm. (1 hour break) |
| **Full-time/Part-time** | FT Permanent Kitchen Cleaner is starting at £9 per hour. This is a full-on job suitable for a young at heart active person. |
| **Location** | Based at Cumberland Avenue |
| **Salary** | £9 an hour |

**DESCRIPTION/TASKS/DUTIES**

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| **Kitchen:** To provide a high quality cleaning service that includes tasks such as   cleaning all preparation surfaces, fridges, freezers, ovens, storage   units washing hard floors and vacuuming.   Removal of waste.  **Office/Meeting room:** Dust/damp wipe all surfaces and equipment.   Vacuum carpet.  **Toilets:**  Wipe all surfaces   Clean sinks, taps, basins and pedestals.  Vacuum and mop floors.  **Stairs and Corridors:** Wipe hand rails   Clean glass panels  Vacuum carpets, mats and hard floor  **Windows:** 1st floor: Clean and polish glass, wash frames.  Ground floor: Clean and polish glass inside and out.  Wash external frames.  **Entrance:** Clean glass panel inside and out  Wipe door frame inside and out.  **Waste:**  Collect waste from kitchen bins and remove to designated area.  **Cleaning stock level maintenance:**  Notify managers when materials are running low so that they can be   ordered centrally.  Leave any dirty clothes or dusters for washing in the cleaners’   cupboard.  **Specification:** Previous experience of cleaning, including use of chemicals and   cleaning equipment safely. |