

JOB TITLE: Housekeeping Assistant (PT)

LINE MANAGER: Finance and Operations Manager

Hours: Minimum 15 Hours per week (Mon – Fri 7.30am- 10.30am)

Rate of Pay: €12.70 per hour

DUTIES

- Carry out cleaning duties as identified by the organisation
- Ensure all cleaning is carried out to the highest standard
- Inform Finance & Operations Manager or Technician of any damage you may come across
- Inform Finance & Operations Manager or Technician if there are any windows/doors left open or lights left on over night

HEALTH & SAFETY

- Carrying out health and safety duties as specified in the organisations safety statement

OTHER

- Any other duties as assigned

Please send your CV and cover letter to opportunities@ruared.ie by no later than 6pm on Friday 10th May 2024. Interviews will take place between the 15th and 17th of May 2024.