

**ACK CHRIST CHURCH WESTLANDS JOB TITLE-CLEANER/ ASSISTANT COOK
CATEGORY-GENERAL STAFF SUPERVISOR-VERGER**

1. JOB SUMMARY

The position is responsible for maintaining cleanliness on the church buildings and compound to promote high standards of environmental cleanliness as well as support the kitchen department.

2. KEY RESPONSIBILITIES

- i. Maintain lawns, flowers, hedges and watering plants
- ii. Ensure timely collection and disposal of garbage in proper manner.
- iii. Cleaning floors using manual or mechanical cleaning equipment.
- iv. Dusting work surfaces, counter, ceilings and furniture.
- v. Cleaning/washing doors, windows and tents
- vi. Performing and documenting routine inspection and maintenance activities
- vii. Set up meeting rooms as assigned
- viii. Relieve cook whenever requested

3. KNOWLEDGE AND SKILLS

❖ **LEVEL OF EDUCATION**

- Minimum KCSE Certificate

❖ **SPECIALIZED TRAINING**

- Crafts certificate in cookery/Grounds maintenance will be an added advantage.

❖ **COMPETENCIES/ABILITIES/SKILLS**

- Two (2) years' experience grounds maintenance
- Ability to work within established time schedules
- Understanding and knowledge of safety, sanitation and food handling

procedures

- Good command of English (Written) and Swahili.
- Must be physically fit and able to perform the duties required
- Good communication/attention to detail.
- Must be a Christian actively serving in church (Preferably Anglican).

4. WORKING SCHEDULE

- Six (6) days a week.
- Eight (8) hours a day.

**To apply, please send your credentials to
vicar.christchurchwestlands@gmail.com.**

The deadline for application has been extended to MONDAY 16TH OCTOBER at 5 pm.

ACK Christ Church is an equal-opportunity employer. Women are encouraged to apply.