



JOB DESCRIPTION

POSITION: **PORT FACILITY CLEANER (SALELOLOGA)**

SALARY: **GRD 1/Step 1: \$9,802.60 per annum**

OVERVIEW: This post reports directly to the Principal Domestic Officer, to ensure cleanliness and good maintenance of port facilities at Salelologa Wharf.

DUTIES & RESPONSIBILITIES

- To carry out regular cleaning of restrooms on Salelologa Wharf, including cleaning of fixtures, sinks, urinals, counters, mirrors, floors and toilets, as well as emptying waste baskets and rubbish,
- To ensure continuous replenish of supplies in restrooms,
- To ensure proper storage and safekeeping of all tools for cleaning such as mops, scrubbers, brooms, sponges and any other cleaning equipment purchased by the Authority for the job;
- To assist with cleaning of all existing terminal hand rails, doors, light switches and doorknobs, and/or clear sidewalks and patios around the domestic ports.
- To assist with cleaning of waiting area and departure lounge, including sanitizing of tables and chairs, clearing of rubbish and mopping of floors.
- To assist with observing, inspecting and reporting issues relating to pest control,
- To assist with maintaining cleanliness of domestic port premises and grounds at all times;
- To report to the Principal Domestic Port officer, any issues/incidents during operations,
- To carry out any other work related duties as directed by the Principal Domestic Ports officer, from time to time.

SELECTION CRITERIA

- Must be a high school graduate.
- Must have at least two years work experience in cleaning services and basic knowledge of workplace safety.
- Must be able to communicate well with customers and work colleagues, in both English and Samoan languages.
- Must be able to work unsupervised and work overtime when required.
- Must be aged between 25 – 40 years old, strong and healthy.