



Cleaner, The Peacock

About Sadler's Wells

Sadler's Wells is a world-leading arts organisation, dedicated to presenting, producing and touring dance made today in all its forms. Sadler's Wells commissions, presents and produces more dance than any other theatre in the world – from tango to hip hop, ballet to flamenco, Bollywood to cutting-edge contemporary dance. With an innovative, year-round programme of performances and learning activities, this is the place where artists come together to create dance, and where we welcome everyone to experience dance and be inspired.

Dance has the ability to connect with people both intellectually and emotionally and Sadler's Wells' vision is that dance is part of everyone's life. We want to make sure that dance continues to have something new to say but also that it continues to stimulate the way we think about the world around us.

Over half a million people come to our theatres in London each year, with many more enjoying our touring productions at partner venues across the UK and in cities around the world. Sadler's Wells Theatre has been located in Islington since the 17th century. Our modern day theatre comprises a main auditorium (1,500 seats); the Lilian Baylis Studio (180 seats); three rehearsals studios; bars, a café, facilities for private and corporate entertaining and offices for Sadler's Wells' staff.

Our second theatre building and West End home, the Peacock (1,000 seats), is subject to a unique agreement whereby Sadler's Wells and the London School of Economics jointly manage it, with the LSE presenting its lectures to students during the day and Sadler's Wells presenting theatre at night.

Future Plans

Plans are underway for the development of a fourth venue in Queen Elizabeth Olympic Park, as part of a new Culture and Education District. Sadler's Wells will occupy the Stratford Waterfront site, sitting opposite the London Aquatics Centre, alongside UAL's London College of Fashion and the V&A Museum.

The CED will also include a major new University College London (UCL) campus and have direct links to the creative communities already based in east London. Sadler's Wells' new space will house a 500-seat mid-scale theatre, as well as facilities for a choreographic centre and a hip hop academy. A major fundraising campaign is being developed in order to realise both capital and revenue requirements and open the new theatre in 2022.

The Department

Cleaning and Housekeeping is part of the Visitor Experience Department. The role of the Visitor Experience Department is to create a consistent and exceptional visitor experience throughout our venues that reflects and enhances the organisation's vision.

The department is led by the Head of Visitor Experience, and consists of the following areas, Security, Cleaning and Housekeeping, Front of House and Stage Door.

The Role

The principal responsibility of the Cleaner is to help ensure excellent standards of cleaning at.

The Cleaner will report to the Housekeeping Manager, and will work as part of our team at The Peacock and when required, at Sadler's Wells.

Key responsibilities

- To undertake cleaning duties as required by the Housekeeping Manager or Housekeeping Supervisors.
- To restore facilities to agreed standards.
- Work closely with other members of the building services team to ensure the premises and facilities are maintained in good working order.
- Reporting of any maintenance issues to the Supervisors on a timely basis.
- To inform the Supervisors of any shortage of cleaning materials
- To maximise income and minimise expenditure without loss of quality in all areas of responsibility.
- To attend occasional staff meetings and training sessions which may take place outside normal working hours

- At all times to carry out duties and responsibilities with regard to Sadler's Wells' Equal Opportunities and Health and Safety Policies. This may include providing assistance with evacuation procedures or building searches in the event of an emergency at any Sadler's Wells' premise

THIS JOB DESCRIPTION IS A GUIDE TO THE NATURE OF THE WORK REQUIRED OF THIS POSITION. IT IS NEITHER WHOLLY COMPREHENSIVE NOR RESTRICTIVE AND DOES NOT FORM PART OF THE CONTRACT OF EMPLOYMENT.

What we are looking for

The successful applicant will demonstrate the following skills, experience, and personal qualities:

Essential

- Ability to clean to a very high standard
- Ability to carry out the physical demands of the job
- Ability to work within a team
- Punctuality and reliability
- Attentive to detail
- Flexible approach to types of work and desire for advancement and training
- Flexibility to work at other Sadler's Wells venues as and when required

Desirable

- Experience of working as a cleaner
- Experience of window cleaning
- Experience and knowledge of COSHH and safe working practices
- Ability to work flexible hours according to the needs of the business

Terms and conditions

Salary £6,433 per annum, based on working 12 hours per week over five days (including bank holidays and weekends). Typical hours will be between 6:30 – 9:30 AM. Additional hours are offered when available and will be paid at the hourly rate, £10.31 per hour.

Annual leave entitlement is 5 weeks for each Holiday Year. If you complete five years' service with the Trust, your holiday entitlement will increase to 5.6 weeks per annum

If you are an eligible job holder, you will be automatically enrolled into Sadler's Wells Trust Ltd. pension scheme

The company offers interest-free season ticket loans

The company has a Death in Service insurance policy covering twice the annual salary

The company offers a Cycle to Work salary sacrifice scheme

The company encourages attendance of performances at both theatres with a discretionary allocation of tickets to employees (subject to availability)

Making an application

A Job Description and Person Specification are included in this document. Read this carefully and if you are still interested in applying for the position shown above, please complete the online application form.

Further guidance on completing your application form can be found via the link below

[Applying for vacancies at Sadler's Wells](#)

**Please submit the online application form by 11.59pm on Sunday 14 October 2018.
Late applications will not be considered.**

Interviews will take place w/c Monday 15 October 2018.

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