

JOB ADVERT

Cleaner

REPORTING TO:

Hub Coordinator

JOB LOCATION:

Matlosana, North West

EMPLOYMENT STATUS:

Fixed Term Contract

START DATE:

01 October 2026

POSITION DESCRIPTION

What is the overall purpose and objective of this position?

To maintain the cleanliness, hygiene, and overall presentation of the Matlosana Mall Learning Centre on a part-time basis (three days per week), ensuring a professional, safe, and welcoming environment for participants, staff, and stakeholders at all times.

RESPONSIBILITIES & DUTIES

List of tasks and responsibilities:**Hub Cleaning and Hygiene**

- Clean and maintain all Hub areas, including training rooms, reception, ablutions, and kitchen facilities.
- Ensure the Hub remains hygienic, safe, and presentable at all times.
- Comply with Health & Safety and hygiene standards.
- Resolve and prevent cleanliness issues and complaints

RESPONSIBILITIES & DUTIES (cont.)

List of tasks and responsibilities:

Session and Event Readiness

- Prepare Hub spaces before training sessions and events.
- Arrange furniture and equipment according to event requirements.
- Ensure venues are set up and ready before participants arrive.
- Complete pack-down and restore spaces after sessions and events.

Cleaning Supplies and Stock Control

- Monitor cleaning supplies and consumables.
- Report shortages and replenishment needs to the Hub Lead.
- Use cleaning materials responsibly to avoid waste.
- Help ensure there are no disruptions due to stock shortages.

Facilities Maintenance and Safety

- Identify maintenance issues, hazards, or facility defects.
- Report maintenance and safety concerns immediately to the Hub Lead.
- Support compliance with workplace Health & Safety requirements.
- Help maintain a safe environment for staff, participants, and visitors.
- Training and Professional Development

]

KNOWLEDGE & COMPETENCIES

Education

Preferred Qualifications / Experience

- Matric or equivalent (Grade 12) preferred
- Formal cleaning or facilities qualification advantageous but not required
- Minimum 1 year verifiable cleaning or facilities experience
- Commercial, community, or institutional environment preferred over domestic only

Key Competencies:

- Reliable, punctual, and self-motivated
- Trustworthy, professional, and friendly demeanour
- Able to work independently with minimal supervision
- Good interpersonal skills — comfortable working around staff and programme participants
- Professional cleaning and hygiene maintenance
- Basic stock and supply monitoring
- Venue setup and pack-down support

• Physical Requirements

- Part-time role: 3 days per week
- Physically able to perform cleaning duties including standing, bending, and lifting light equipment

HOW TO APPLY

Send your CV and Cover Letter to: recruitment@rhizaholdings.co.za

Please include the position you are applying for in the subject line.

If your application is not successful, you will not be contacted.

Closing date: 21 September 2026