



JOB TITLE : Vessel Cleaner/Detailer

DATE: February 2021

REPORTS TO: Operations Manager

Job Description

Purpose of role

General cleaning duties of all vessels to ensure that they are cleaned and presented to the highest of standards
Core objectives include:

Main duties and responsibilities

- Detailed cleaning of internal and external areas of the vessel including, decks, lockers, bbq, saloon, galley, cabins and toilets, including wiping of all walls, ceilings, windows etc
- Ensure any leftovers are removed in accordance with the 'Charterer Leftover" policy
- Clean out and full clean of fridge / freezer / eskies
- Count linen
- Check galley inventory and order missing items
- Check First Aid kit and replenish as required
- Make up staple kits
- Check condition of linen and towels and ensure there are no stains or holes – report if found/ use only undamaged and clean linen.

- Make up all beds as advised by your Supervisor and QYC/DYC Guidelines for presentation.
- Place staple kits onboard.
- Do a final wipe and check of the vessel prior to charter
- Report on any missing or broken items

Other duties

Fulfil other duties as required by management and other department personnel as requested/required.

- Must be available to work on a roster including weekends and school holidays

Experience

- Previous cleaning experience, especially vessel detailing would be an advantage

Skills & competencies

- **Attention to detail:** possess excellent attention to detail ensuring all areas are cleaned to the highest standard
- **Teamwork:** willingness to work effectively as part of a team and assist and support others as required to complete a vessel clean to a high standard and in a timely manner
- **Time management/organisation:** must have good time management and the ability to work unsupervised and be self-motivated to achieve daily requirements.

Personal attributes

- Professional attitude
- Ability to work under pressure
- Excellent attention to detail
- Having pride in the standard of your work

Other requirements

- Clean and current Uniforms must be worn appropriately at all times
- Enclosed footwear is compulsory within the Marina
- Start time is 8am unless advised otherwise
- Adherence to the Marina Code of Conduct at all times
- Smoking breaks are permitted during the 10 minute break and lunch break only, unless directed by Cleaning Supervisor
- Use of mobile phones is restricted for urgent calls only

This job description outlines the scope and responsibilities of the position and is not intended to be a complete list of duties. You will be expected to perform other job-related tasks requested by management and as necessitated by the development of this role and the development of the business. You will be expected to attend staff meetings and regular performance reviews and conduct regular performance reviews of your team. You will be expected to attend staff trainings.

Salary and Conditions will be discussed in the Interview

Contact: careers@yachtcharters.com.au

