



**Cleaner  
(Technical Services Division)  
Cleaning Schedule**

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**Daily Task**

- Sweep and mop all floors (Reception area, hallways, restrooms).
- Clean Lab
- Empty trash bins in common areas- offices, and restrooms.
- Clean restroom
- Wipe down surfaces in common areas (e.g., Reception desk, glass windows & Reception area).
- Restock bathroom & kitchen (hand soap, toilet paper, etc.).
- Sanitize high-touch surfaces- light switches and door handles (restroom & kitchen).
- Clean and polish mirrors
- Clean Conference Room before and after meetings (check Conference Room schedule)

**Weekly Task**

- Sanitize and deep-clean refrigerators, microwaves and other kitchen appliances.
- Dust all vertical surfaces of desks, file cabinets, chairs, tables and other office furniture
- Sweep all offices (twice per week)
- Mop all offices (twice per week)



**GRENADA BUREAU  
OF STANDARDS**

### **Monthly Task**

- Restock office supplies.
- Clean doors

*Any other tasks that might be assigned from to time in-keeping with the position.*

### **Job Advertisement**

**The Grenada Bureau of Standards (GDBS) advertises to fill the position of Cleaner**

#### **Key Roles & Responsibilities**

Maintain our professional workspace! We need a detail-oriented Cleaner for daily office upkeep. Duties include cleaning floors, restrooms, kitchens, emptying trash, restocking supplies, and sanitizing high-touch surfaces. Weekly deep-cleaning and monthly tasks are also required.

Must be reliable, independent, and have an eye for detail. Prior cleaning experience preferred.

Join our team and help us keep our facilities in top condition. Apply today!

**Submit your application to:** [humanresources@gdbs.gd](mailto:humanresources@gdbs.gd) and cc: [gdbs@gdbs.gd](mailto:gdbs@gdbs.gd)

***Application deadline: 30<sup>th</sup> January, 2026***