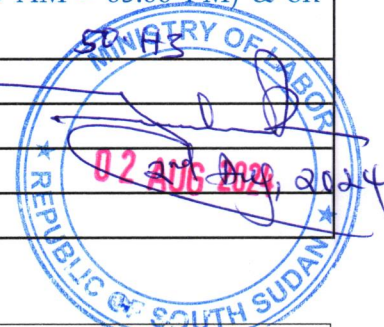


Job Announcement-Cleaner

HI-SOUTH SUDAN

Position title	CLEANER
Position in duty Station	AWEIL East
Duration	5 Months
Working Day/time	From Monday - Thursday (07:30 AM - 05:00 PM) & on Friday from 7:30am-12:30pm
Salary	According to HI salary grade
Line Manager	Logistics Officer
Date of Advert	2 nd August 2024
Closing Date	22 nd August 2024



Contextualization¹

HI has been operating in South Sudan since 2006, implementing emergency and development actions aimed at improving protection, quality of life, and the promotion of rights of vulnerable individuals, including people with disabilities; persons with mental health issues; survivors of Sexual and Gender Based Violence (SGBV); Elderly Persons in need (EPN), and Orphans and Unaccompanied Minors. HI's current operations are centered in POC and IDP sites outside Juba city; as well as the host communities of Yei and Yambio in Central Equatorial and Torit in Eastern Equatoria, with the Country Office based in the capitol of South Sudan, Juba. Following requests from humanitarian partners through the Protection and Health clusters in mid-2014, HI launched its Flying Team mechanism, a mobile response that operated in South Sudan through integrated programming until 2020 and focused on providing inclusive humanitarian actions. Overall, about 50,000 direct beneficiaries (people with disabilities and other most vulnerable) are being targeted through functional rehabilitation, Individual protection assistance, MHPSS and Livelihood projects, with a strong emphasis on mainstreaming disability inclusion and enhancing inclusiveness in humanitarian action. HI current programs are funded by SSHF - South Sudan Humanitarian Fund-, FCDO, MOFA Luxembourg, GFFO and among other donors. HI South Sudan was increasingly solicited to support external actors (UN agencies, INGOs, OPDs) on IHA to strengthen

Job Purpose

Under the **responsibility** of the Logistics Officer, the Cleaner contributes within South Sudan Logistics as a key member of the support function and support all shared services related activities. Post holder is responsible to help supervisor and float ideas to maintain clean working environment in HI office.

¹ Mandatory for all positions: Geographical and/or Operational Context



Missions / responsabilités²

Roles

- Perform all basic cleaning in and around the facility or office building
- Notify supervisor of replenishment or needs for cleaning items
- Perform detailed deep cleans when required
- Follow all health, protection and safety regulations
- Responsible for waste management, emptying trash cans and replaces liners.
- Coordinating with other Cleaners to keep office/guest house clean and tidy.
- Cleaning spills, broken glass and other messes up as quickly as possible
- Refilling supplies, such as toilet paper and paper towels
- Clean designated facility areas (dusting, sweeping, vacuuming, mopping, cleaning ceiling vents, restroom cleaning etc).
- Scrubbing and sanitizing toilets, sinks, and kitchen fixtures
- Performing maintenance activities related to cleaning (e.g. maintaining cleaning machinery such as boilers, water dispenser etc)
- Washing and drying windows.
- Reporting any breakages that occur during the cleaning process.
- Assists other departments when needed to ensure optimum service to guests.
- Performs additional duties as needed.



Other skills³

Accountability:

- Holds self-accountable for making decisions, managing resources efficiently, achieving and role modelling HI values.
- Holds the team and partners accountable to deliver on their responsibilities - giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance and applying appropriate consequences when results are not achieved.

Ambition:

- Sets ambitious and challenging goals for themselves and, takes responsibility for their own personal development and encourages their team to do the same.
- Widely shares their personal vision for HI, engages and motivates others.
- Future orientated, thinks strategically and on a global scale.

Collaboration:

- Builds and maintains effective relationships, with their team, colleagues, Members and external partners and supporters.
- Values diversity sees it as a source of competitive strength.
- Approachable, good listener, easy to talk to.

Creativity:

- Develops and encourages new and innovative solutions.
- Willing to take disciplined risks.

Application Submission

All hard copy applications must be submitted to Action Against Hunger Office Aweil East County, not later than **22nd August 2024**. Due to urgency of this positions, all applications will be reviewed on a rolling basis.

Please Note :

01. This position is strictly for female South Sudanese
02. Persons with special needs and Women are encouraged to apply
03. This job description can be modified to align with the specific changes in the needs and context of the organization and project from time to time.



³ To be completed only for profiles with a technical skill that does not appear in the function description

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