



## Call for Application: Part-Time Office Cleaner

The Malta Union of Teachers (MUT) is looking for a reliable and responsible **Office Cleaner** to work in its offices in Hamrun on a part-time basis.

### Position Details:

- Position: Office Cleaner (Part-Time)
- Working Hours: 15 hours per week (flexible schedule)
- Rate of Pay: €7.50 per hour
- Leave as per provisions of the law

### Requirements:

- Good communication skills in Maltese or English
- Possession of a School Leaving Certificate, or equivalent
- Must provide a reference letter
- Must reside in Malta
- Must hold a valid Maltese work permit
- Ability to follow instructions and work independently with minimal supervision
- Good time management and attention to detail
- Reliable, punctual and trustworthy
- Previous cleaning experience will be considered an asset

### Responsibilities:

- Clean, dust and sanitize office surfaces including desks, tables, counters and reception areas
- Sweep, mop, vacuum and polish floors as required
- Empty and clean waste bins and recycling containers
- Clean and disinfect restrooms, restock supplies
- Clean windows, mirrors and glass partitions
- Wipe down kitchenette areas, including appliances and sinks
- Reporting any maintenance or supply issues
- Follow all health and safety regulations

### How to Apply:

Interested candidates are invited to submit the following documents:

1. A CV
2. A completed application form (attached)
3. Police conduct issued in the last 3 months
4. School leaving certificate or equivalent
5. A reference letter
6. Proof of valid Maltese work permit

Send your application by email to [info@mut.org.mt](mailto:info@mut.org.mt) by **21st November 2025 at noon**.