

Minor Maintenance and Repair Tasks

Cleaning: interior / exterior

Light fittings
Windows
Blinds
Toilets
Walls
Lifts
Seating and other soft furnishings
Air Vents
Removal of chewing gum, graffiti etc.
Assist with the cleaning of carpets and other flooring

Gardening

Mowing / strimming grass
Trimming / cutting branches
Pruning, digging, weeding
Minor fence repairs
Hard landscape maintenance e.g., pressure washing, moss clearance.

Painting: Interior, Exterior

Painting tasks e.g., filling cracks, paintwork on walls, ceilings

General

Minor repairs e.g., chairs, desks, drawers, shelving
Replacing and regluing tiles
Assembling ready-made kits, e.g., shelving, desks and display / leaflet racks
Erection and re-fitting, e.g., of ready-made notice boards, shelves, racking
Minor repairs, e.g., oiling door hinges, locks, door closers, castors
Clearing and removing rubbish and debris
Replacement of complete ceiling/carpet tiles