



## Terms of Reference

### POSITION DESCRIPTION

<b>Position Title</b>	<b>: Wet Sweeper</b>
<b>Position Level</b>	<b>: 18 (ESC)</b>
<b>Terms</b>	<b>: Regular</b>
<b>Major Group</b>	<b>: Real Estate Division</b>
<b>Sub Group</b>	<b>: Asset Maintenance Section</b>
<b>Duty Station</b>	<b>: Head office &amp; housing colony within Thimphu</b>
<b>Pay Scale</b>	<b>: 10,180-255-15,280</b>

### Duties and Responsibilities:

- i. Clean and sanitize restrooms, including toilets, sinks, and fixtures.
- ii. Clean/clear blockage in sewer line, inspection chamber and Manholes.
- iii. Ensure that cleaning supplies and equipment are properly maintained and stored.
- iv. Attending complaints related to sewage line.
- v. Report any equipment malfunctions, safety hazards, or incidents to supervisors promptly.
- vi. Respond to special cleaning requests or emergencies as needed.
- vii. Carry out any other tasks that may be assigned from time to time by management.

### KNOWLEDGE AND SKILLS REQUIREMENTS

**Education** : NA

**Age** : (18 – 50) at the time of application)

### Knowledge of language(s) and other specialized requirements:

Must have good communication and interpersonal skills.

- Previous experience in a similar role preferred but not mandatory.
- Ability to follow instructions and work independently with minimal supervision.
- Physical stamina and dexterity to perform cleaning tasks effectively.