



Employment Services & Solutions Australia
Level 1, 146 Balcatta Road
Balcatta WA 6021

Phone: 08 9240 4230
Facsimile: 08 9240 4393
Email: admin@essa.net.au
Web: www.essa.net.au

AWARD SUMMARY SHEET

CLEANING SERVICES AWARD 2010

The information provided in this Information Sheet is provided on the basis that it is general information for clients and correspondents to inform them of matters relating to current workplace relations issues. It is not provided, nor should it be relied upon as a substitute for professional advice. Employment Services & Solutions Australia Pty Ltd is not responsible for any outcomes to clients based upon the information provided in this Information Sheet and disclaims all liability, including and without limitation in negligence, for all losses, expenses, damages and costs that may be incurred by a client or correspondent as a result of the information provided in this Information Sheet being inaccurate or incomplete in any way.

This is a summary of the award only. A copy of the full award is available at www.fwc.gov.au

A full copy of the National Employment Standards is available at www.fairwork.gov.au

These wage rates are payable from the **first full pay period commencing on or after 1 July 2018**. If you have any queries, please contact Employment Services & Solutions Australia on 08 9240 4230.

Coverage

This award covers employers throughout Australia in the contract cleaning services industry and their employees in the classification listed in Schedule B- Classification Structure and Definitions of the award.

For the purpose of the award, **contract cleaning services industry** means the business of providing cleaning services under a contract and includes:

- i. cleaning (including event cleaning, trolley collection and hygiene and pollution control but excluding trolley collection covered by the General Retail Industry Award 2010); and
- ii. minor property maintenance which is incidental or peripheral to cleaning.

For the purpose of the above provision, **event cleaning** means the provision of cleaning, in connection with the staging of sporting, cultural, scientific, technological, agricultural or entertainment events and exhibitions.

Where an employer is covered by more than one award, an employee of that employer is covered by the classification which is most appropriate to the work performed by the employee and to the environment in which the employee normally performs the work.

Wage Rates

**Please note the following wage rates are only applicable for Adult employees (20 years of age and above); employed on a permanent full-time or part-time basis. Junior rates applicable to employees 20 years of age and under and are employed as a Shopping Trolley Collection Contractor can be found in the Award.*

Adult

Permanent Employees- Full Time Employees							
Classification	Minimum Weekly Wage	Mon-Fri 6am-6pm *	Mon-Fri 6pm-6am *	Perm Night Shift Midnight-8am**	Midnight Fri-Midnight Sat	Midnight Sat-Midnight Sun	Public Holiday
Level 1	\$768.10	\$20.21	\$23.24	\$26.27	\$30.32	\$40.42	\$50.53
Level 2	\$794.70	\$20.91	\$24.05	\$27.18	\$31.37	\$41.82	\$52.28
Level 3	\$837.40	\$22.04	\$25.35	\$28.65	\$33.06	\$44.08	\$55.10

Permanent Employees- Part Time Employees						
Classification	Mon-Fri 6am-6pm *	Mon-Fri 6pm-6am *	Perm Night Shift Mon-Fri Midnight-8am**	Midnight Fri-Midnight Sat	Midnight Sat-Midnight Sun	Public Holiday
Level 1	\$23.24	\$26.27	\$26.27	\$33.35	\$43.45	\$53.56
Level 2	\$24.05	\$27.18	\$27.18	\$34.50	\$44.96	\$55.41
Level 3	\$25.35	\$28.65	\$28.65	\$36.37	\$47.39	\$58.41

Casual Employees						
Classification	Mon-Fri 6am-6pm *	Mon-Fri 6pm-6am *	Perm Night Shift Mon-Fri Midnight-8am**	Midnight Fri-Midnight Sat	Midnight Sat-Midnight Sun	Public Holiday
Level 1	\$25.26	\$28.29	\$31.33	\$35.37	\$45.47	\$55.58
Level 2	\$26.14	\$29.27	\$32.41	\$36.59	\$47.05	\$57.50
Level 3	\$27.55	\$30.86	\$34.16	\$38.57	\$49.59	\$60.61

* In certain circumstances depending on when and for how long staff are rostered, overtime penalty rates may be payable. Refer to clause 24 and 28 of the Award to determine whether the hours of work are considered to be ordinary hours and are payable at the above rates or are overtime hours and payable at the overtime penalty rate provided in the Award.

** Please see clause 27.1(b) to see how this penalty applies.

Classification

<p>Cleaning Services Employee Level One</p>	<p>A Cleaning Services Employee Level One (CSE 1) is an employee who at the completion of their training and induction is capable of performing work within the scope of this level. Such an employee to the level of their training:</p> <ul style="list-style-type: none"> i. is responsible for the quality of their own work subject to routine supervision; ii. works under routine supervision either individually or in a team; iii. exercises discretion within the level of their skills and training; and iv. performs those tasks customarily performed by cleaners utilising a range of materials and equipment, to clean a range of surfaces in order to restore or maintain buildings in a clean and hygienic condition. <p>Indicative of the tasks which an employee at this level may perform, on a daily or periodic basis, are the following:</p> <ul style="list-style-type: none"> i. spot cleaning of carpets and soft furnishings; ii. operating hand held powered equipment such as blowers, vacuum cleaners and polishers; iii. sweeping and mopping; iv. toilet cleaning (subject to the provision of the applicable allowance in accordance with clause 17.8); v. rubbish collection; vi. cleaning of private residences, and the performance of domestic work including but not limited to cleaning and washing; vii. telephone cleaning and germ proofing; viii. cleaning of glass, both internal and external; ix. dusting of all hard surfaces; x. table bussing; xi. undertaking tea attendant duties; xii. collecting, servicing and maintaining shopping and/or luggage trolleys; xiii. re-arranging and re-organising furniture; xiv. routinely maintaining indoor greenery (shrubs and plants); xv. sanitary disposal processing; and xvi. wiping and sweeping under and around seats and table tops.
<p>Cleaning Services Employee Level Two</p>	<p>A Cleaning Services Employee Level Two (CSE 2) is an employee who at the completion of training is capable of performing work within the scope of this level. Such an employee performs work above and beyond the skills of an employee at CSE 1 level and:</p> <ul style="list-style-type: none"> i. works from complex instructions and procedures; ii. assists in the provision of on-the-job training; iii. works under general supervision either individually or in a team; iv. is responsible for assuring the quality of their own work; and v. performs those tasks customarily performed by cleaners.

	<p>A CSE 2 may be required to perform any duties of a CSE 1 and, in addition, performs any of the following indicative tasks or a combination of such tasks, for the greater part of each day or shift:</p> <ol style="list-style-type: none"> i. routine repair work and/or building maintenance (of a non-trade nature) in or about the facility; ii. ordering and distribution of toilet and other requisites and cleaning materials; iii. customer or public relations duties as required; iv. carrying out those roles expected of a leading hand (and is paid the allowance as stipulated in clause <u>17.5</u>); v. carpet cleaning; vi. cleaning windows on the exterior of multi-storied buildings from swing scaffolds, boatswain's chairs, hydraulic bucket trucks or similar devices; vii. operating ride-on powered machinery; viii. operating steam cleaning and pressure washing equipment; ix. maintaining gardens, lawns and rockeries; x. trimming edges, mowing lawns, sowing, planting, watering, weeding, spreading fertiliser, clearing shrubs and trimming hedges; xi. vehicular rubbish collection and operating mobile compaction units; and xii. specialist computer cleaning.
<p>Cleaning Service Employee Level Three</p>	<p>A Cleaning Service Employee Level Three (CSE 3) is an employee who at the completion of training performs work above and beyond the skills of an employee at CSE 2 notwithstanding the fact that a CSE 3 may be required to perform any duties of a CSE 1 or CSE 2. An employee at this level:</p> <ol style="list-style-type: none"> i. works from complex instructions and procedures; ii. assists in the provision of on-the-job training; iii. co-ordinates the work of CSE 1s and CSE 2s and generally superintends the activity of all the building cleaners as a building supervisor or manager; iv. is responsible for ensuring the quality of their work; and v. has a knowledge of the employer's operation. <p>Indicative of the tasks which an employee at this level may perform are the following:</p> <ol style="list-style-type: none"> i. ensuring that proper maintenance procedures for building plant and equipment are observed; ii. arranging service calls to ensure that building plant is operating correctly; iii. dealing with tenants and owners responsible with respect to the proper cleaning, servicing and functioning of the building; iv. co-ordinating the work with leading hands of all building cleaners; v. handling routine personnel, industrial relations and health and safety matters; and vi. being directly involved in the provision of on-the-job training