



འཛིགས་མེད་དབང་ཕྱག་སྒྲིག་མེ་སྤྱོད་བདར་སྤེལ་ཁང་།
ལས་མེ་འཆར་གཞི་དང་རིག་ཆུལ་གོང་འཕེལ་ལས་ཁུངས།

Jigme Wangchuck Power Training Institute

Department of Workforce Planning and Skills Development
Ministry of Education and Skills Development
Dekiling: Sarpang



Terms of Reference (ToR) for Sweeper:

The Sweeper shall be responsible for maintaining cleanliness and hygiene of the institute premises to ensure a safe and healthy environment for trainees, staff, and visitors. The duties include the following:

1. **Cleaning of Premises:** Sweep and clean offices, classrooms, corridors, toilets, and surrounding areas of the institute regularly.
2. **Waste Management:** Collect and properly dispose of garbage and waste materials in designated areas.
3. **Sanitation:** Ensure that washrooms and sanitation facilities are cleaned and maintained in hygienic condition.
4. **Upkeep of Cleaning Tools:** Properly use and maintain cleaning equipment and materials provided by the institute.
5. **Reporting Issues:** Inform the administration about any maintenance or sanitation issues noticed during cleaning.
6. **Support Services:** Assist in cleaning during official programs, meetings, and special events organized by the institute.
7. **Additional Duties:** Perform any other related duties assigned by the administration.

(Karma Dorji)
Training Director
JWPTI