

PGL Job Description



Job Title: Night Laundry Assistant

Reporting to: Housekeeping Team Leader

Main purpose of the role

The Night Laundry Assistant is responsible for ensuring that all guest linen is washed, dried, folded, and prepared to a high standard to support the daily operation of the centre. The role also includes maintaining cleanliness and hygiene standards in public areas during overnight hours, helping to create a safe, welcoming, and comfortable environment for guests and colleagues.

As part of PGL you'll be creating unforgettable learning and adventure experiences that make a real difference to the lives of young people. Our incredible team has always been the secret to our success. Our people are our future, and we take great pride in matching your hard work with a promise to look after you and your career.

Responsibilities

Laundry Operations

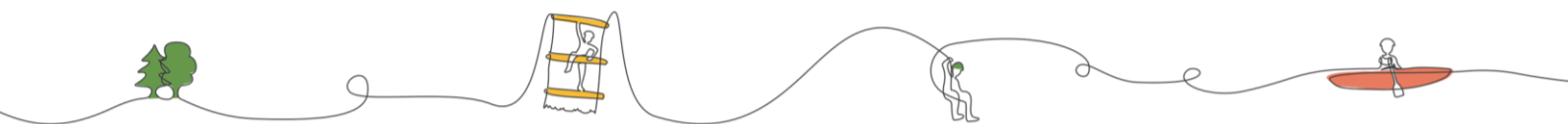
- Sort, wash, dry, and fold linen, towels, bedding, and other laundry items in accordance with company procedures.
- Operate laundry machinery safely and efficiently.
- Inspect linen for damage, stains, or excessive wear and report issues as required.
- Organise and store clean linen in designated areas, ensuring stock levels are maintained.
- Follow infection control, hygiene, and health and safety procedures at all times.
- Monitor laundry supplies and report low stock levels to the appropriate manager.

Cleaning and Housekeeping

- Clean and sanitise public areas, including toilets and washrooms.
- Empty bins and dispose of waste in accordance with site procedures.
- Replenish consumables such as hand soap, toilet paper, and paper towels where required.
- Ensure all cleaning tasks are completed to a high standard and within allocated timescales.
- Identify and report maintenance issues, hazards, or damaged equipment.

Useful Information

Our centre is transforming to better position us to assist the business as we move into the future. As such, our roles are likely to evolve. Therefore, whilst this job description provides



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Teamwork



Quality



Safety



Respect



Inclusivity



Fun

an overview of the main duties, it is not intended to be exhaustive, and it is anticipated that the contents will change over time whilst remaining within the broad remit of the role.

Person Specification

Education, Experience & Achievements	Essential	Desirable
Previous experience in laundry, housekeeping, cleaning, or hospitality environments.		✓

Skills & Knowledge	Essential	Desirable
Knowledge of commercial laundry equipment and cleaning procedures.		✓
Understanding of basic health and safety practices.	✓	

Personal Attributes	Essential	Desirable
Hard-working and reliable.	✓	
Positive attitude and strong work ethic.	✓	
Ability to work efficiently in a fast-paced environment.	✓	
Ability to work independently during night shifts.	✓	
Good attention to detail and high standards of cleanliness.	✓	
Physically able to undertake manual handling and standing for extended periods.	✓	
Punctual and organised.	✓	

Additional requirements	Essential	Desirable
Working Hours - 9pm-7am	✓	
Night shifts, including weekends and bank holidays as required by business needs.	✓	

Additional information

Environmental & Social Governance (ESG)

You are required to uphold and champion our Better Beyond Adventure Environmental Social Governance strategy whilst promoting our B Corp certification.

This requires personal, departmental and company-wide level participation, through ongoing engagement in discussions and decision-making around ESG, upholding company and department ESG goals and targets in your role as an ally. Our Better Beyond Adventure strategy means we all have a role to play as part of our day job. This varies from team to team and by role. However, as standard it is now a requirement for each role to appreciate how they contribute to delivery of BBA across the three pillars:



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- Our places, our planet
- Champions of wellbeing
- Playing our part

And by delivering our BBA goals you will also be assisting our B Corp certification and role modelling our PGL Beyond values.

Equal Opportunities/Safeguarding

We pride ourselves on hiring the best people and recognise the importance and benefits of a diverse and inclusive team. However, the protection and safeguarding of our colleagues and the young people visiting our centres is our primary concern. PGL are required to obtain satisfactory enhanced checks from the Disclosure and Barring Service (DBS or PVG in Scotland), which PGL will pay for. You have a duty to report any safeguarding concerns through the appropriate channels throughout your employment with PGL.

Our Values

Our company values of teamwork; quality; safety; respect; inclusivity and fun define our beliefs and underpin everything we do. Though simple on the surface, when combined, these values create the exceptional experience that sets PGL apart for both our guests and colleagues.

Right to amend

The company reserves the right to amend the job description in consultation with the colleague to reflect changes in the role.

Job description updated on 23/06/2026

