



Employee Specification

Post Title: Cleaner

ERYC Grade: 1

Essential Criteria

- Treats customers with respect
- Commitment to comply with customer policies
- Basic Literacy and numeracy – To be able to read and understand basic Health and Safety Information
- Solves Problems
- Is a team Player
- Able to meet changed patterns of working
- Able to meet early morning/evening shift pattern

Desirable Criteria

- Looks to improve efficiency / effectiveness of services
- Previous work experiences as a cleaner or related service
- Knowledge of cleaning systems and machinery.
- Appreciation of health and Safety matters
- Understanding of COSHH regulations
- Works using own initiative
- Understands the need for change.
- Ability to use mobile phone



Job Outline

Directorate of Communities and Environment

Job Title	Cleaner	Post No.	Various
Responsible to	Charge hand Cleaner/ Area Supervisor	ERYC Grade	1
Overall Purpose: To provide a cleaning service for the designated premise(s).			

Principal Accountabilities	
1.	Organise and carry out all allocated work to fulfill operational requirements.
2.	Comply with all statutory regulations and ensure that COSHH and Health and Safety regulations and guidelines are fully complied with.
3.	Operate cleaning equipment including scrubbing and buffing machines as required in an efficient and safe manner.
4.	Attend training courses and meetings as directed by the management.
5.	Ensure that the uniform and personal protective equipment provided by the centre is worn when on duty.
6.	Any duties and responsibilities appropriate to the grade and level of responsibility of the post.
	The above principal accountabilities are not exhaustive and may vary without changing the character of the job or level of responsibility.