

# Clearance and Cleaning Operative

**Grade**
**Spot**
**Contract Type**
**Regional Worker**
**Head of Repairs & Maintenance**

**Contracts Manager**

**Clearance and Cleaning Operative**

**No Direct Reports**
**Department**
**Fix360**

**Fix360 Voids**
**Role Overview**

Working as part of a small team or individually across a specified geographical area, always maintaining safe systems of work, carry out property clearance work and low maintenance gardening works to specifically identified Your Housing Group owned properties to an agreed specification and timescale.

This role will require driving a company vehicle to various locations.

This post is subject to a BASIC DBS check

**RESPONSIBILITIES**

- Ensure the health, safety and wellbeing of staff, tenants, and the public Health & Safety (H&S) is first priority.
- Adhere to, implement, embed, and maintain, safe systems of work at all times, in line with the Health & Safety at Work Act (HSAW) 1974.
- Undertake Risk Assessments and ensure a safe working environment at all times through H&S packs, toolbox talks, training etc., ensuring compliance with relevant legislation - to include Health & Safety, Manual Handling, COSHH, waste disposal etc. Include completing checks to verify compliance including equipment audits, ensuring timely repair and service, safe use of and correct application of Personal Protective Equipment (PPE).
- Carry out clearance work within vacant properties prior to, and/or following, repair or refurbish works being undertaken.
- Undertake property clearance tasks to an agreed specification and timescale in a professional manner
- Remove items of furniture and other personal possessions for disposal. Items to be removed from all floors including lofts and gardens onto appropriate vehicles or skips. Enter loft spaces to clear possessions, when necessary.
- Effectively remove and dispose of all drugs related paraphernalia/animal fouling, ensuring compliance with relevant H&S legislation.
- Undertake horticultural practices necessary for the clearance and restoration of gardens to a manageable standard to include grass cutting and hedge trimming.

**Our values**

**Honest & Reliable**

We are authentic, open and dependable; and we do what we say we'll do.


**Caring**

We show kindness and consideration to our customers and each other.


**Respectful & Fair**

We listen to people, and strive for equity and inclusivity in all that we do.

Through our **passion** for housing, more **people** have a **safe** place to call **home**

- Use of a variety of hand, battery, and petrol tools/ equipment, to facilitate gardening clearance and restoration works.
- Responsibility for the safety and security of premises, and the safety and storing and maintaining all tools, equipment, vehicle, and work documents in a safe and secure manner, submitting paperwork in a timely manner and undertaking audits, as required, to verify information.
- Work with initiative and enthusiasm, ensuring a quality, timely programme of work and appropriate.
- communication with colleagues, showing flexibility to join and work as part of a team or individually as needed; work flexibly in alternative areas or teams and show flexibility in the approach to working hours in line with business need.
- Committed to delivering a service that is value for money and that is right first time.
- Undertake additional duties appropriate to the role and/or grade.

## STRENGTHS

- ✓ **People interaction skills**
- ✓ **Ability to use basic ICT packages**
- ✓ **Reliability, initiative, communication, organisational and teamwork skills**

## ESSENTIAL REQUIREMENTS

- ✓ **Knowledge of manual handling techniques**
- ✓ **Full UK Driving Licence**
- ✓ **Knowledge of environmental cleaning sectors and industry best practice**
- ✓ **Experience in the use of industrial cleaning tools and equipment**
- ✓ **Experience of working in restricted, unpleasant, and inclement conditions**
- ✓ **Experience of working within a time bound environment**
- ✓ **Experienced in the environmental cleaning sectors**
- ✓ **Proven experience of achieving high standards within time constraints**

## BENEFICIAL TO THE ROLE

- ✓ **Relevant industry experience**
- ✓ **Tool and equipment maintenance skills**
- ✓ **PA/6 Pesticide Application**
- ✓ **City & Guilds Land Based Services/NPTC/Lantra machinery certificate**
- ✓ **Treatment of commensal Rodent Certification**
- ✓ **Health & Safety Certificate**