

ROLE PROFILE

Cleaner / RLS Cleaner

Grade

H

RLS Scheme Manager / Older People
Services Officer / Older People Services
Co-ordinator / Scheme manager



HOUSEKEEPER



No Direct Reports

Department

Older People Services

Role Overview

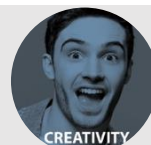
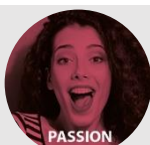
Carry out general cleaning duties to all indoor areas of the Scheme, ensuring a high standard is achieved to meet contract requirements.

Subject to Basic Disclosure & Barring Service (DBS) Check (ONLY if required by Private Funding Initiative (PFI) Contract)

RESPONSIBILITIES

- Carry out general cleaning duties to all indoor areas of the building eg washing, sweeping, mopping, dusting, polishing and vacuum cleaning of designated areas to the required standard, observing to Health & Safety Regulations and complying with Group policies and procedures at all times.
- Empty litter bins, etc. and remove waste to designated areas, cleaning toilets and washrooms and working surfaces and other future.
- Using powered equipment where necessary (vacuum cleaners).
- Report any potential Health and Safety hazards around the building, that could cause injury to staff, customers or visitors, i.e. loose stair-treads, worn carpets, electric lights not working etc.
- Ensure a positive attitude towards all customers and members of the public.
- Provide cover for absent colleagues, when reasonably requested.
- Ensure that stock levels, cleaning materials and equipment are maintained by ordering from approved supplier and working within budget, reporting to the Scheme Manager.
- Undertake additional duties appropriate to the role and/or grade.

Our values



Creating more places for people to thrive and be recognised as a sector leading landlord

STRENGTHS

- ✓ Basic computer skills
- ✓ Ability to maintain high standards of cleanliness and presentation of properties
- ✓ Ability to work with minimal supervision

ESSENTIAL REQUIREMENTS

- ✓ Experience of using domestic and industrial type cleaning equipment
- ✓ Awareness of Health & Safety
- ✓ Basic Maths and English
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BENEFICIAL TO THE ROLE

- ✓ Knowledge of COSHH requirements