

Job Description

Post Title: Cleaner

Evaluation: 269 points

Grade: N1

Responsible to: On site supervisor or Operations Manager as appropriate

Responsible for: N/A

Job Purpose: To ensure the delivery of services in accordance with customer service standards, policies and procedures, including the City Council Customer Service Charter. The cleaning of designated areas within a variety of premises, in accordance with the cleaning schedule, to ensure that they are kept clean and hygienic.

Main Duties: The following is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

1. To undertake the cleaning of designated areas, in accordance with agreed specifications and including fixtures and fittings, including: -
 - Emptying waste bins and removing waste to the designated area
 - Washing with mops and cloths
 - Sweeping with brushes and sweeping mops
 - Vacuum cleaning
 - Floor polishing/buffing/spray cleaning using mechanical aids as appropriate
 - Floor stripping using mechanical aids as appropriate
 - Dusting
2. To assist in maintaining a healthy, safe and secure environment and to act in accordance with the Council's policies and procedures.
3. To promote and implement the Council's equal opportunities policies in all aspects of employment and service delivery.
4. For staff working in schools - staff are required to work term time and holidays are to be taken during school holidays.