

## Job Description

**Post Title:** Cleaner AA547

**Evaluation:** 249 Points **Grade:** N1

**Responsible to:** On site Supervisor or Operations Manager

**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 promote and implement the Council's Equality Policy in all aspects of employment and service delivery.
- 3 To assist in maintaining a healthy, safe and secure environment and to act in accordance with the Council's policies and procedures.