

Job Title: General Assistants

Team/Service Area: Social Care

Salary/Grade: £25948 per annum pro rata

Line Manager: Registered Manager

Direct Reports: 0

Location: Red Gables

This post requires an Enhanced Disclosure and Barring Check (DBS) and registration with the online update service.

About Us

Established in 2017, Together for Children Sunderland is on a mission to improve services in social care, early help and education and engage the whole community in giving children and young people in Sunderland the best possible opportunity to thrive.

Our dedicated workforce strives to make a difference, irrespective of our work vocation or specialism.

We value diversity and actively seek candidates from all backgrounds, including various ages, disabilities, neurodiverse individuals, gender identities, sexual orientations, religions, beliefs, races, and cultural backgrounds. Our inclusive workplace culture fosters collaboration and excellence.

Find out more: [Find out more - Together for Children](#)

About the Role

To clean and maintain all designated areas to the standards required and in accordance with set work schedules

Key Responsibilities

- Declutter the house to ensure it is homely and well presented.
- Dust and Damp-Wipe all the paintwork in all areas of the children's home.
- Vacuuming all communal areas, office spaces and young people's bedrooms.
- Sweeping and mopping all hard floors within the children's home.
- Clean and Tidy the Kitchen ensuring all work surfaces are clean and tidy and

the kitchen is ready for food preparation. Food cupboards should be checked weekly to ensure all items are being stored correctly and are in date. Ovens should be cleaned on a weekly basis.

- Clean and Tidy the Bathrooms/Shower. This will include cleaning all toilet's, sinks, baths and showers. Ensuring all the tiles are cleaned and that the bathrooms are well stocked.
- Clean and Tidy the Offices. Ensuring all desks are clean and tidy and bins are emptied daily.
- Clean and Tidy Hallways and Landings. This will include vacuuming and cleaning all woodwork in this area.
- Clean and Tidy Living Room. This will include vacuuming, mopping the floors and wiping surfaces daily. Blinds and windows will need to be cleaned monthly. Cushion covers will need washing on a regular basis.
- Clean and Tidy Dining Room This will include vacuuming, mopping the floors and wiping surfaces daily. The windows will need to be cleaned monthly.
- Cleaning and Tidy the Laundry Room. Ensuring that all cleaning supplies are stored correctly.
- Cleaning and Tidy Fridges and Freezers to ensure food is being stored correctly and is in date. Any out-of-date items will need to be discarded and carers updated about what items have been thrown away.
- Household Laundry. This will include bedding from the sleep-in rooms and young people's rooms on a weekly basis. You will also be responsible for the young people's washing. Bath mats, hand towels and kitchen towels will need to be washed daily.
- Household Ironing including curtains and bedding when required.
- Emptying Household Bins daily and clean bins when required.
- Cleaning Windows in all communal areas, bedrooms and bathrooms.
- Keeping the surrounding of the home clean.
- Any other similar duties delegated by the Registered Manager.

Our Expectations

You must undertake this role in accordance with the requirements set out below:

- Comply with Together for Children's Code of Conduct, People policies and procedures, Health and Safety Policy and EDI Statement.
- Uphold all relevant professional policies, standards and legislative requirements
- Adhere to the Data Protection Act 2018 and GDPR principles in relation to the management and handling of personal and/or sensitive information and respect the privacy of personal information managed by Together for Children



Sunderland.

- Comply with the Freedom of Information Act 2000.

This job description is a guide to the duties you will be expected to perform. It is not an exhaustive list, and you may be required to undertake other tasks and duties not listed that are reasonably commensurate with the job role and grade of the post.

Where a fundamental change to the job description is needed this will be discussed with the postholder prior to any changes being made

Date: July 2026



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Person Specification – General Assistant

The requirements for this post and how candidates will be assessed are set out below.

Essential Requirements	Method of Assessment
Qualifications Good standard of education	Application Form
Experience - Working within a similar setting with young people - Experience of working in a busy multitask environment	Application Form
Knowledge and Understanding - Health & Safety. - Safer Working Practices - Control of Substances Hazardous to Health (COSHH) - Hygiene Principles. - Food Hygiene - Safeguarding	Application Form
Skills and Abilities - To be caring, helpful, and have a considerate approach towards young people, carers, and visitors. - Maintain the children's home to a high standard. - Good communication with young people, carers, and visitors. - To work alone or as part of a team. - To work with young people. - To be able to complete mandatory Health & Safety training. - To have general good health and physical fitness to meet the physical requirements of the role. - To be flexible, trustworthy, a good timekeeper	Interview

Other Requirements

- Commitment to Equal opportunities

Interview



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