

Job Description



Job Title: Housing Caretaker
Grade: N4
Reports To: Operations Team Leader
Number of Reports: Nil

Key job element:

The post of Housing Caretaker is a customer focused generic role and the post-holder will be expected to assume duties and responsibilities as required across a range of functions including block cleaning, environmental maintenance and facilities management. Some staff will be site based and allocated a residential block (or blocks) to maintain, some staff will be mobile, and transport will be provided.

- Responsible for the delivery of caretaking services, garden/environmental maintenance and facilities management against agreed timescales and budgets whilst complying with all legal requirements of health & safety, and other relevant legislation
- Responsible for ensuring sites are safe and clean at all times complying with relevant health and safety legislation
- Ensure service deliver is undertaken in accordance with corporate strategies, policies and procedures, and is fully compliant with relevant legislation
- Responsible for ensuring work is carried out to agreed standards and to the satisfaction of customers

