



**North
Northamptonshire
Council**

Job Description and Person Specification

Job details

Job title: Cleaner

Scale 1

Reports to: Duty Manager

Responsible for: N/A

Purpose of the job

To undertake the daily cleaning of all areas within Lodge Park Sports Centre ensuring that they are kept in a clean and hygienic condition.

Main Duties and Responsibilities:

(This list contains the main duties and responsibilities of the post holder but it is not an exhaustive list)

1. Cleaning, washing, scrubbing, sweeping and vacuum cleaning. Polishing, dusting and emptying of litter bins in all designated areas, in accordance to Health and Safety regulations, Using where appropriate the necessary powered equipment
2. To report any defects or noticeable repairs observed whilst performing the above
3. Ensure an excellent standard of customer care is implemented and maintained in line with the Customer Care Policy and Customer Charter
4. Assist with maintaining standards and records in relation to appropriate Quality Awards, in particular Quest
5. Comply with the Councils Health & Safety Policy
6. Conduct routine checks of all areas, including changing rooms, toilets, and rooms for use by the general public and facility staff
7. Positively promote the facility through general daily duties .
8. Maintain cleaning stores in accordance with COSHH regulations and general housekeeping standards
9. Undertake other duties related to the functioning of the facility as directed by the Facility Manager or Duty Manager

Additional Information / Local Agreements attached to this post

The postholder may be required to work at other facilities within the Council.

I have read and understood the job description and sign to accept the above terms and conditions of employment.



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Employee Signature

Date:

Authorisation Signature

Date:



Person Specification

The ideal candidate will be able to demonstrate the following skills, knowledge and experience

Criteria	Skills, Knowledge, Experience ect	Essential/ Desirable	Method of Assessment
Education / Qualifications	Good General Education	D	Application
Skills / Experience	Dealing with public	D	Interview
	Knowledge of Health & Safety	E	Application
	Good organisational skills and able to work without close supervision	E	Interview
	Experience in a similar capacity	E	Interview
	Customer Care skills	D	Interview
Miscellaneous	Team working and good interpersonal skills	D	Interview
	A uniform and name badge is supplied and must be worn	E	Interview