



JOB DESCRIPTION

DIRECTORATE: Environment and Transport

SERVICE: Facilities Cleaning Service

POST DETAILS:

Job Title: Cleaning Operative

Grade: Grade 1

Directly Responsible To: Cleaning Supervisor

Primary Purpose and Scope of the Job:

To undertake the cleaning of designated areas in accordance with instructions.

KEY TASKS AND ACCOUNTABILITIES:

1. Ensure designated areas of work are left in a safe, clean and hygienic condition.
2. Manual cleaning is undertaken in accordance with service best practice methods.
3. Manual cleaning tasks inclusive of but not limited to mopping, hoovering, wet wipe, dusting, polishing, loading/unloading dishwasher, cleaning of kitchen and other such equipment.
4. Appropriate use of cleaning products/materials, handheld and powered equipment required to complete cleaning tasks.
5. Maintain required standards of Health and Safety at all times for self, colleagues and others.
6. Any other duties relevant to the nature of the post.

REVIEW ARRANGEMENTS:

The details contained in this Job Description reflect the content of the job at the date it was prepared. However, it is inevitable that over time, the nature of the jobs may change. Existing duties may no longer be required and other duties may be gained without changing the general nature of the post or the level of responsibility entailed. Consequently, the Council will expect to revise this Job Description from time to time and will consult with the postholder at the appropriate time.