****

**JOB DESCRIPTION**

**Job title: Cleaner**

**Hours: Bank/Casual - As and when required, covering shifts**

**Salary: £12.21 per hour**

**Closing Date: Monday 7 April 2025 at 5 pm**

**Job purpose:**

To be part of a weekday team cleaning office building, student accommodation and houses.

**Main duties and responsibilities:**

* Working with a team of staff to provide a high standard of cleanliness throughout the RNC campus.
* Providing a cleaning service as directed by the Line Manager, including before and after events such as conferences and courses.
* Contribute to the organisation’s response to health and safety, risk management, equality and diversity, communication and standards of service provision.

**Note: This job description covers the main, current duties and responsibilities of the job; however, it is subject to review and amendment in the light of developing or changing organisational needs. Other activities commensurate with this Job Description may from time to time be undertaken by the Job Holder.**

|  |
| --- |
| **Graphical user interface, text, application  Description automatically generated** D:\Users\jane.bigham\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\S39W03NZ\employer_small.png |

**PERSON SPECIFICATION –** Cleaner

Essential and Desirable criteria will be assessed using a range of methods that may include: application form, interview, task or test, presentation of certificates or required document. Consideration will be given to candidates who may not hold all of the essential requirements but who can demonstrate equivalent and relevant experience

| **ATTRIBUTES** | **ESSENTIAL**  | **DESIRABLE**  |
| --- | --- | --- |
| Experience | * Experience of professional cleaning
 | * Experience of hotel standard cleaning services
 |
| Knowledge/skills | * Good interpersonal skills
* Good customer service skills
 | * Effective networking skills
* Good communication skills
* Awareness of customer service
 |
| Qualifications and training | * Knowledge of Health and Safety requirements
 |  |
| Aptitudes and abilities | * A flexible approach
* Understanding of equality and diversity issues
 | * Ability to work in a team and also on an individual basis
 |
| Disposition, attitude and motivation | * Positive attitude
* Understanding of safeguarding for our students and a commitment to safe practice
* Commitment to equality and diversity and its active promotion
 | * To be positive
* To be approachable
* Good drive and determination
 |
| Additional/other | * Enhanced DBS (Disclosure & Barring Service) disclosure required prior to appointment being confirmed.
* Eligibility to work in the UK
 |  |