



## **JOB DESCRIPTION**

**JOB TITLE:** Cleaning Operative

**REPORTING TO:** Cleaning Supervisor

### **MAIN PURPOSE OF ROLE:**

Ensure that a high level of cleanliness is maintained on a daily basis by completing a range of cleaning activities including mopping, sweeping, dusting, vacuuming, emptying bins and cleaning the wash rooms/toilets, offices, internal and external areas.

### **KEY RESPONSIBILITIES:**

Ensure that areas are cleaned to the highest standards at all times, maintain Health and Safety standards at all times, ensure equipment is used, cleaned, maintained and stored correctly, deal with any customer requests promptly and courteously.

### **ESSENTIAL SKILLS:**

Good attention to detail, ability to work independently and use initiative, reliable and responsible with a flexible approach to work, good communication skills, (previous cleaning experience is preferred).