

Job Description

Job title: External Cleaner

Role Profile: EFA3

Faculty/Directorate: Estates and Facilities

Grade: A

Part Time: 20 Hours per week

Permanent

	Duties of the role
Overall purpose of the role	Working either alone or as part of a team, responsible for providing an efficient and effective cleaning service to the University. Having a flexible approach and attitude which supports the day to day work and learning experience of students and staff.
Main duties and responsibilities	1. Sweeping, mopping, vacuuming and scrubbing of floors along with dusting and polishing of fixtures and fittings. 2. Emptying bins to include the collection and disposal of general waste. 3. Cleaning of sanitary ware in toilets, showers and bathrooms. 4. Ensuring supplies of soap & toilet paper in toilets are maintained. 5. Spot cleaning and shampooing carpets. 6. Deep cleaning and refurbishment of floors and walls. 7. Assisting with opening buildings as necessary for the business of the University to commence. 8. Moving and repositioning of furniture where necessary. 9. Cleaning of external areas to include litter picking. 10. Assisting with the Cleaning Department's requirements in the event of an emergency. 11. Treating all DMU staff, students, contractors and visitors with dignity and respect. Provide a service that complies with the Equality Act 2010, eliminating unlawful discrimination, advancing equality of opportunity and fostering good relations with particular attention to the protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief (or none), sex and sexual orientation. 12. Performing any other duties commensurate with the job grade as reasonably required from time to time.

Person Specification

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Area of responsibility	Requirements	Essential or desirable		*Method of assessment			
				A	I	T	D
Qualifications and Training	A sufficient level of literacy	Essential		✓			
	NVQ Level 1 (or equivalent qualification) cleaning related, or commensurate level of experience		Desirable	✓			✓
Work Experience	Experience within a cleaning role		Desirable	✓	✓		
	Experience in modern cleaning methods		Desirable	✓	✓		
	Experience of working within a team	Essential		✓	✓		
	Experience of working in within an educational environment		Desirable	✓	✓		
Knowledge & Skills	Ability to use industrial cleaning equipment	Essential		✓		✓	
	Knowledge of Health and Safety requirements related to cleaning activity		Desirable	✓	✓	✓	
Other requirements	Ability to work outside of normal core hours	Essential		✓	✓		

***A = Application Form; I = Interview; T = Test; D = Documentary Evidence**