



# Cleaner - Specialist Cleaning Kitchen Cleaning Grade 4

## Job purpose

At Kirklees we want to be innovative and creative in the way we work to deliver our services to our communities. We know we have challenging times ahead, so we are always looking for better and smarter ways to work.

The cleaning service is a traded service, earning an income via contacts or service level agreements to carry out cleaning work across a variety of premises such as school, offices, and public buildings.

The service has approximately 1000 cleaners made up of permanent, temporary, relief and casual staff who mainly work on a part time basis covering stints in a morning, evening or during the day.

Specialist Cleaning provides a High Level Cleaning to Kirklees Catering Services and associated extract systems in order to maintain effective operation and cleanliness. You will undertake specialist cleaning in this area and also P.A.T Testing the catering/cleaning equipment.

This role is based within [Environment and Climate Change](#). Find out more about [working for Kirklees](#).

## Key areas of responsibility

You will be responsible for the cleaning of the kitchen extract systems within schools, and public buildings to ensure the agreed standards/contract specifications.

Your duties will include completion of Risk Assessment's protecting catering equipment prior to commencement of cleaning ensuring safe working practices are adhered to, including the effective use of chemicals. Also, you will be required to use scaffolding safety anchors whilst working at heights and use Jet Washing machine's as well as other equipment. You will need to use the P.A.T Testing machine to test catering/cleaning equipment (training provided to competent level).

You will be required to work flexibly including early morning and late afternoons to meet customer requirements.

This is a physically demanding role as you will undertake lifting machinery, erection of scaffolding, use of machinery, and working under tables moving furniture to gain access for P.A.T Testing of computers, kettles, toaster, mixers etc.

Following instructions, you will be able to complete paperwork and meet agreed standards and takes personal responsibility of quality for the service.

You will wear a uniform and any other personal protective equipment as necessary to perform your duties, taking good care of this and any other equipment used in order to complete your daily tasks.

You will work in a team to maintain a healthy and safe environment following the service instructions C.O.S.S.H regulations for the use of cleaning chemicals and equipment, reporting any problems or hazards to your supervisor.

- Cleaning is carried out to the agreed standards and in a safe manner, adhering to relevant Council and Service Health and safety policy and related information.
- Ensures safe equipment for use through P.A.T testing.
- Building and services users are provided with a safe and clean environment/place of work.
- Effective communication takes place between you, colleagues, the customer, and Area Specialist Cleaning Manager.
- Business retention is supported by working flexibly and carrying out cleaning to agreed standards.
- Instructions/regulations regarding the use of chemicals and equipment are followed.
- Ensures that adequate levels of cleaning materials and chemicals are available to carry out daily work.
- Report any Health & Safety issues/problems, for example defect equipment i.e., Jet Washer, Scaffolding/Ladders etc.
- Presents a positive image of the service by wearing uniform provided and the cleanliness of the vehicle.
- Completes relevant written records and paperwork. Position of job in organisational structure

## Position of job in organisational structure



## Employee Specification

<b>Knowledge, qualifications, skills, and experience</b>	<b>Shortlisting criteria</b>
Experience of cleaning and working at heights using scaffolding ladders, also use of a jet washer.	Essential
Able to follow instructions.	Essential
Basic knowledge of electrics.	Essential
Able to complete basic written documents and use a P.A.T Testing Machine (training given to Competent Person Level).	Essential
Willingness to undertake training related to the job as required.	Essential
Able and willing to use powered machinery (with instructions).	Essential
Able and willing to lift machinery, scaffolding and the safe use of the Safety Anchor.	Essential
Able to use Step Ladders.	Essential
Willingness to carry out all types of cleaning/specialist tasks within the role, of kitchen canopy cleaning	Essential
Willingness to work in a safe way, adhering to relevant Council and service Health & Safety policy and related information	Essential
Willingness to maintain confidentiality.	Essential
Travel is an essential part of this job and therefore it would be extremely difficult for you to do your job effectively if you did not use a car for all or most of the time. It is essential that you hold a full and valid driving licence, and it is expected that you will either use a council vehicle or your own car.	Essential
Following an offer of employment, you will be required to undertake a standard medical screening and other medical screening as determined by the occupational risk.	Essential
Accept that a DBS check will be required. A conviction may not exclude candidates from appointment but will be considered as part of the recruitment process.	Essential

## Behaviours and expectations

The right behaviours and attitudes are as important to us as the skills you bring to the job. We expect all our employees to demonstrate the following behaviours:

- Positive
- Honesty
- Respectful
- Flexible
- Communicative
- Supportive

You will also promote and be a role model of the Council's expectations of a New Council

Employee within the organisation. This role is at level 2. Find out more about [Council Behaviours and Expectations](#).

## General information

See your responsibilities related to [Safeguarding](#).

Driving licence or able to travel independently across Kirklees, exceptions maybe made for disabled candidates.

DBS check at the appropriate level

This Job Profile is intended to provide an understanding and appreciation of the responsibilities of this particular job. It is not possible to specify every detail and we expect you to work flexibly within your skills, knowledge, experience, and grade of this job.

## For Office Use Only:

Job Category	Venue Management	Grading ID	TBC
Job ID	80102952	Last Updated	April 2022
Job Focus	No	Career Progression	No

## Contractual Variants

DBS Category	Children	DBS Type	Enhanced + Barred
Health Check	Yes	Politically Restricted	No
24/7 working	No	Public Holidays	No
Night Working	No	Alternating Pattern	No
Standby	No	Other	No
Checked by HR	M Lunn		