JOB DESCRIPTION

Ribble Valley Borough Council
www.ribblevalley.gov.uk

JOB TITLE: Casual Part Time Toilet Cleaner/Operative

REFERENCE: COM944

SALARY SCALE: For 16 and 17 year olds the rate of pay is £7.55 per hour, plus an additional 12.07% allowance in lieu of holiday entitlement.
For those aged 18+ the rate of pay will be £12.60 per hour in line with the Living Wage Foundation's Real Living Wage, plus an additional 12.07% allowance in lieu of holiday entitlement.

HOURS OF WORK: No Guaranteed Hours

POST NO: Casual

SERVICE AREA: General Works

RESPONSIBLE TO: General Works Foreman/DSO Team Leader

RESPONSIBLE FOR: -

JOB PURPOSE: To assist with carrying out of the cleaning of public conveniences in the Borough and to undertake other work of a general and routine nature within the Direct Services Organisation as required.

KEY RESULT AREAS:

- To routinely and thoroughly clean the public conveniences in the Borough.
- To assist with carrying out minor repairs and maintenance work within any of the public conveniences.
- To report to the General Works Foreman on a daily basis any damage caused to the public conveniences.
- To complete daily records about work completed.
- To operate equipment provided to carry out the duties of the post.
- To undertake appropriate training required to carry out the duties of the post and enhance personal development.

- To participate in the Council's Risk Assessment procedures.

- To carry out other cleaning and repair work as directed by the General Works Foreman whilst engaged on the routine public convenience cleaning schedule.

- To provide general operative support to other teams within the Direct Services organisation as directed by the General Works Foreman.

- To be responsible for the cleanliness of the vehicle provided to carry out the duties of the post.

- To comply with the Drivers Handbook, carrying out the necessary checks and reporting faults as soon as practicable.

- To be responsible for ensuring the data quality of all information related to the duties of the post.

- To adhere to the Council's policies including equal opportunities and health and safety in accordance with the Staff Handbook.

- Such other duties of a similar responsibility level as may be allocated to the post from time to time.

PERSON SPECIFICATION

ESSENTIAL	DESIRABLE	TO BE IDENTIFIED BY
Qualifications		
	NVQ in cleaning skills.	Application/ Interview
Experience		
	General cleaning experience.	Application/ Interview
	Cleaning experience in a commercial environment.	Application/ Interview
Skills/Knowledge		
Full UK clean driving licence.		Application/ Interview
	Awareness of health and safety regulations relating to the use of cleaning agents/chemicals.	Application/ Interview
Additional		
Ability to maintain quality standards.		Application/ Interview
Ability to work unsupervised.		Application/ Interview
Ability to use own initiative.		Application/ Interview
Ability to manage own time effectively.		Application/ Interview
Reliable.		Application/ Interview