

## Job Role Profile

<b>Role title:</b> Cleaner <b>Grade level:</b> 4 SI&C		<b>Department:</b> Supporting Independence & Care <b>Region/location:</b> Ryde, Isle of Wight	
<b>Purpose of role:</b> To provide a cleaning service at our Extra Care development in Ryde, to maintain the appearance, cleanliness and upkeep of the scheme			
<b>Working relationships</b>		<b>Scope of the role</b>	
<b>Responsible to:</b> <ul style="list-style-type: none"> <li>Senior Care &amp; Support Worker</li> </ul>		<ul style="list-style-type: none"> <li>Financial limits in accordance with delegated authority and in line with compensation framework</li> <li>Decision making in line with post</li> </ul>	
<b>Internal relations:</b> <ul style="list-style-type: none"> <li>Senior Care &amp; Support Worker</li> <li>Extra Care SSC</li> <li>Wellbeing Carers (Day &amp; Night)</li> <li>Colleagues within SHG</li> </ul> <b>External relations:</b> <ul style="list-style-type: none"> <li>External agencies</li> <li>Local authority</li> <li>Residents</li> <li>Members of the public/relatives/advocates</li> </ul>			

## Role expectations and responsibilities that contribute to the successful delivery of our Corporate Strategy

### **Responsibilities**

- Maintain a good standard of cleanliness in all internal/external communal areas and facilities.
- Ensure appropriate infection control measures are followed at all times
- Follow the cleaning plan for the scheme to include vacuum, mop, clean, sweep and polish as appropriate
- Sweep and collect litter from external communal areas
- Follow health and safety policies and procedures at all times, including manual handling and infection control

### **Training/Good Practice**

- Attend learning and development sessions in accordance with mandatory requirements for the service
- Keep up to date with current practice within the service area

### **Safeguarding**

- Follow all steps outlined in individual and environmental risk assessments, as appropriate
- Follow the Local Authority Adult and children Safeguarding Procedure in conjunction with SHG policies and procedures

### **Scheme Administration**

- Ensure relevant records are maintained with accurate, up-to-date, necessary information
- Complete incident report forms as necessary

### **Note:**

No job description can be entirely comprehensive and the jobholder will be expected to carry out such other duties as may be required from time to time and are broadly consistent with the job description and status of the post within the organisation.

You will be expected to carry out all duties in the context of and in compliance with the Group's Diversity and Health and Safety Policies.

Person profile		
Attributes	Essential	Desirable
<b>1. Skills, knowledge, experience and abilities</b>	<ul style="list-style-type: none"> <li>• Cleaning experience, either paid or unpaid</li> <li>• Experience of working in a socially diverse, multi cultural environment</li> <li>• Public contact experience</li> <li>• Knowledge of Health &amp; Safety and infection control requirements</li> <li>• Able to work as part of a team</li> <li>• Able to work with minimal supervision to a high standard</li> </ul>	
<b>2. Qualifications/professional development</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>	
<b>3. Circumstances</b>	<ul style="list-style-type: none"> <li>• Physically able to undertake manual handling</li> <li>• All employees will be subject to an enhanced Disclosure &amp; Barring Services check</li> <li>• Able to work unsociable hours, evenings and weekends as necessary</li> </ul>	