

PERSON SPECIFICATION

POST TITLE: Lead Cleaner

DIVISION/UNIT: Facilities Services/Cleaning Unit

JOB SPECIFIC COMPETENCIES

	Essential	Desirable	Evidence/Method of Assessment
Experience	1. Previous cleaning experience.	1. Experience in monitoring cleaning quality. 2. Understanding of quality standards required according to the relevant specification.	Application Form References Interview
Skills/Abilities	1. Ability to use cleaning machines e.g. polisher, buffer. 2. Effective communication skills. 3. Ability to use own initiative. 4. Ability to work as part of a team or alone as necessary. 5. Ability to plan, prioritise, schedule and organise workloads. 6. Basic literacy skills.	1. Ability to carry out administrative duties including maintenance of stock records.	Application Form References Interview
Education & Qualifications			Application Form Interview
Personal Qualities	1. Ability to cope with the demands of the post and attend on a regular basis. 2. Flexible and adaptable.		Interview References
Additional Job Related Requirements	1. PVG Scheme Membership. 2. Security and environmentally conscious.		Application Form Post Interview Check