

### JOB DESCRIPTION

<b>Job Title:</b>	Cleaner
<b>Reports to:</b>	Head of Housekeeping and Hospitality
<b>Direct Reports:</b>	None
<b>Location:</b>	Oak Hill College, Southgate, London N14 4PS
<b>Date:</b>	25 November or as soon as possible thereafter

### Purpose of the Role

Responsible, under the direction of the Head of Housekeeping and Hospitality, individually or as part of a team, to undertake the cleaning of designated areas within the College premises to ensure that they are kept in a clean and hygienic environment.

**Main Responsibilities** include but are not limited to:

1. Cleaning, washing, sweeping, vacuum cleaning, emptying litter bins, polishing, and dusting designated areas, cleaning toilets and shower areas, fixtures and fittings, and where appropriate using powered equipment.
2. Deep cleaning in both the College's main buildings and College-owned tenanted properties once they are vacated
3. Preparing and clearing guest accommodation
4. Laundry duties
5. The movement of furniture items relating to cleaning duties.
6. To be adaptable and perform other such duties, requests, or instructions as may be reasonably requested by the Head of Housekeeping

Please note that duties may vary between College term-time and holiday periods.

All duties must be carried out to comply with the Health & Safety at Work and other legal requirements.

**Other duties include::**

1. To relieve and assist in other college areas and establishments in certain circumstances.
2. To attend meetings and participate in training courses as requested.

### Miscellaneous

The post holder shall be expected to carry out other duties from time to time, which are broadly consistent with this role.

*Oak Hill College will review, amend and update the Job Description, from time to time in consultation with the post holder.*

## Person Specification

### The person must demonstrate:

- possess good customer service skills,
- be willing to work overtime when required,
- DBS check and agreement with College Code of Practice,
- sympathy with the ethos and aims of the College.

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