

Estates & Facilities

Cleaning & Domestic Manager (L1)

Person Specification

Factors	Essential	Desirable
<i>Qualifications / skills / knowledge and / or ability:-</i>		
▪ Competent literacy and numeracy skills	▪	
▪ Ability to deliver clear instructions to team members of all levels both verbally and digitally (eg email, written report)	▪	
▪ Be competent and confident using computers for reporting, ordering and emails	▪	
▪ Commitment to training	▪	
▪ Demonstrate experience of carrying out daily and periodic practical cleaning tasks	▪	
▪ Demonstrate understanding of Health & Safety and safe working practices including COSHH	▪	
▪ Ability to work within a team or as an individual	▪	
▪ Thorough knowledge of cleaning techniques	▪	
▪ Knowledge of cleaning schedules	▪	
▪ Knowledge of hygiene standards	▪	
▪ Knowledge of cleaning specifications	▪	
<i>Personal qualities:-</i>		
▪ Good time keeping	▪	
▪ Reliable	▪	
▪ Able to work in a physically and mentally demanding and challenging environment	▪	
▪ Ability to maintain confidentiality	▪	
▪ Enthusiastic, positive, conscientious and flexible approach	▪	
▪ Ability to lift and shift heavy objects e.g. beds, settees, vacuum cleaners etc.	▪	

Every member of staff is required to complete Team Teach positive behaviour support training before employment begins and refresher training annually thereafter.