

Estates & Facilities General Assistant (Cleaning)

Person Specification

Factors	Essential	Desirable
<i>Qualifications / skills / knowledge and / or ability:-</i>		
▪ Basic literacy and numeracy	▪	
▪ Commitment to training	▪	
• Ability to understand and carry out verbal and written instructions	▪	
▪ Demonstrate experience of carrying out daily and periodic practical cleaning tasks	▪	
▪ Demonstrate basic understanding of Health & Safety and safe working practices	▪	
▪ Ability to work within a team or as an individual	▪	
▪ Understanding of cleaning techniques		▪
▪ Knowledge of / understanding of / interest in special needs		▪
▪ Attention to detail	▪	
▪ Accessible by telephone and email	▪	
<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 periodically thereafter.