

EAST MIDLANDS AMBULANCE SERVICE NHS TRUST
 Role Description (Domestic Cleaner)

Job Title	Station Domestic Cleaner
Accountability	Duty Operations Manager
Review Date	This job description is subject to periodic revision following discussion with the post holder

Job Purpose:

Carries out domestic/station cleaning duties within the Ambulance Station, ensuring appropriate cleanliness, hygiene and transportation of items and articles maintaining the safety of the working environment.

Main responsibilities:

1. STATION CLEANING
 - Station Cleaning Schedule – The work methods and frequencies of cleaning are set out in the Station Cleaning Schedule and must be strictly adhered to. ensuring standards of cleanliness are maintained.
 - Equipment – Ensure proper and effective use and cleanliness of cleaning equipment and materials.
2. GENERAL
 - Training – Undertake, as required, any necessary training appropriate to the duties of the post.
 - Health and Safety – Ensure that Health and Safety requirements associated with the duties of the post are strictly adhered to.
 - Fire Precautions – Complies with fire precaution requirements and the fire precaution drills associated with each aspect of the duties of the post.
 - Operational Standing Orders and Memoranda – Ensure that Operational Standing Orders and any other relevant memoranda or instructions issued regarding any aspect of the duties of the post are strictly adhered to.
 - Other Duties – Undertakes any other duties which may reasonably be required.

The duties and responsibilities of the post will be undertaken in accordance with the policies, procedures and practices of the Trust, which may be amended from time to time.

Patient Safety is a key priority for the Trust. It is your responsibility to ensure that you are fully compliant with EMAS policies and procedures in respect of patient safety, for example Risk Management, Infection Prevention and Control, Safeguarding children and vulnerable adults.

This job description is not intended to be an exhaustive list of duties and responsibilities, but to give an indication of the main areas of activity and involvement.

Job Description Agreement:

Job Holder's Signature:

Date:

Line Manager's Signature:

Date:

Job Title:

Person Specification

	Essential	Desirable
Experience		<p>Previous work experience as a domestic cleaner</p> <p>Experience of working without supervision</p>
Knowledge and Skills	<p>Understanding of health and safety matters as they relate to cleaning duties</p> <p>Clear verbal and written communication skills</p> <p>Good interpersonal skills</p> <p>Able to follow written/verbal instructions and procedures</p>	
Personal Attributes	<p>Good attendance record over previous 12 months</p> <p>Physically fit and able</p> <p>Smart and clean appearance</p> <p>Reliable and conscientious approach</p> <p>Punctual</p> <p>Demonstrates thorough and methodical approach to work</p> <p>Displays initiative and an ability to work without supervision</p> <p>Display enthusiasm for high standards of customer care</p> <p>Flexible approach to duties and willingness to provide cover for colleagues</p> <p>Ability to extend hours to cover if necessary</p>	<p>Interest in East Midlands Ambulance Service NHS Trust and understanding of the service</p>