

**PERSON SPECIFICATION**

| Requirements                         | Essential  | Desirable   |
|--------------------------------------|--|---|
| <b>Education and qualifications</b>  | <p>Driving Licence.</p> <p>Basic numeracy and literacy skills.</p>   | <p>NVQ or BICS qualification in cleaning sciences or equivalent.</p> <p>C1 Driving Licence.</p> <p>Driving Licence (FGH and WGH).</p> <p>Certificate in COSHH.</p> <p>Certificate in Health and Safety.</p>   |
| <b>Experience</b>                    | <p>Previous operational manual handling experience.</p>  | <p>Knowledge of cleaning in a large setting or Health Care environment.</p>   |
| <b>Skills, ability and knowledge</b> | <p>Ability to deal with information sensitively and confidentially.</p> <p>Clean smart appearance.</p> <p>Deal with a diverse range of people face to face.</p>  | <p>Deal with internal and external communication using both verbal and written material.</p> <p>Able to communicate within a team and provide feedback to colleagues and line managers.</p>   |
| <b>Personal Qualities</b>            | <p>Is able to demonstrate and address manual handling assessments on the safe transportation of light and medium items.</p> <p>Ability to travel between the Trusts sites as required.</p> <p>To demonstrate flexibility in approach to work patterns.</p> <p>Ability to travel as required.</p> | <p>Deal with day to day workloads linked to hygiene procedures and able to follow written cleaning schedules.</p> <p>Reporting equipment breakdown and faults on work equipment to supervisors.</p> <p>Deal with day to day workloads in food hygiene procedures, able to follow written schedules.</p> <p>Have the abilities in listening, sharing and receiving support and advice.</p> |

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|  |  | Able to complete records including timesheets and departments documentation. |
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