

## ROLE PROFILE

<b>Department:</b>	Care & Support - TLC Services
<b>Job Title:</b>	Domestic
<b>Hours:</b>	Casual Hours
<b>Job Purpose:</b>	The Domestic is responsible for providing a communal area cleaning service, inline with the cleaning specification agreed.

### Key Responsibilities and Accountabilities

To provide a communal area cleaning service to our Care and Support schemes and other Midland Heart properties in the geographical area agreed with your Team Leader.

To provide this service on days agreed with TLC Team Leader.

To arrive at the scheme at the time agreed on each working day and not leave prior to the agreed finishing time each working day.

To ensure your Team Leader is notified when cleaning materials should be purchased and to assist with this as necessary.

To ensure all cleaning materials and equipment used are locked away in a cupboard on the project when not in use.

To ensure all cleaning materials are used inline with COSHH regulations.

To ensure at all times the duties carried out and the equipment used meets the Health & Safety Policies of Midland Heart Limited.

To ensure any faults in equipment or materials provided are reported to the Scheme Manager on the same working day.

To work with the TLC Team Leader to ensure the service delivered meets the needs of the customer.

To be responsible for the health, safety and welfare of yourself and others at work and to undertake the health and safety duties outlined in the Midland Heart Health and Safety Policy commensurate with this position.

## Person Specification

	Application	Interview	Test
<b>Education, qualifications and training</b>			
Basic Literacy & Numeracy.	X		x
<b>Experience</b>			
Experience of working within a team.	X		X
An understanding of older people and their needs.	X		
<b>Knowledge</b>			
A basic knowledge of cleaning would be an advantage.	X		
An understanding of COSHH.		X	
<b>Skills</b>			
The ability to identify obvious health and safety risks immediately i.e. spillages, blocked fire exits etc.	X		
A full clean driving licence is an advantage.	X		
<b>Behaviours</b>			
Be able to work as a team and to work alone.	X	X	
Understanding of and commitment to the principles of equality and diversity.		X	
Flexibility to provide cover at other locations.		X	
Regular attendance at staff meetings is mandatory.		X	
Respect the confidentiality of all customers and staff information which they may become aware of.		x	