

Praxis Care Job Description

Position, Title & Grade:	Domestic Cleaner
Location:	Northern Ireland
Reporting to:	Service Manager
Function/Department:	Operations

Job Purpose/Summary:

The post holder will be responsible for the day to day cleaning of internal areas, both within the residential setting and office areas. As well as this, the post holder will be responsible for keeping the immediate external areas clean and safe. The post holder will also be required to be responsible for their own and the building security when accessing relevant areas.

Key Accountabilities:

- To clean specified internal areas following a cleaning schedule to be confirmed which will be planned around the successful candidates working hours. This will include office areas, kitchens, shower/bathrooms/toilets, bedrooms communal and circulation areas, as well as internal windows, in accordance with the Cleaner's routine work schedule
- To deep clean all kitchens and bathrooms, cookers, fridges, microwaves and dishwashers weekly, corridors, skirting boards and high dusting. This is open to review as and when by manager following infection control guidelines from PHA
- To replenish hygiene consumables, e.g. paper towels, toilet roll, soap, etc. and advise management if stocks need replenishing.
- To sweep and generally keep the immediate external area to the front of the building tidy
- To be fully aware of all policies and procedures in place within the service (including Health & Safety), ensuring attendance and participation at all related training

Requirements of the Role:

- You will be required to participate in the company appraisal and staff review process
- To adhere to and model the company values, behaviours and competencies at all times
- To carry out all duties of the post in accordance with Praxis expectations, regulations and policies
- To carry out additional duties of the role and all other required duties as and when necessary
- To work the necessary hours to fit the needs of the service

The above mentioned duties are not exhaustive and the post holder will be required to carry out other duties as and when necessary. It should be noted that stated duties or location associated with the post may change to meet the future needs of the organisation.

Essential and Desirable Criteria:

	Direct/Internal	Indirect/External
Budget	0	0
Staff	0	0
Liaison & Influence	- Other support workers - Team Leaders, Line - Manager, Supported individuals	N/A

Criteria	Essential	Desirable
Education. Experience & Training Qualifications	Willingness to train in health & safety, COSHH, infection control and fire awareness	
Skills & Competencies	- Awareness of safe working practice - Full valid driving licence and access to own vehicle <i>(If a disability precludes an individual from holding a driver's licence, it should be stated how they can meet the mobility requirement of the post)</i>	6 months experience of cleaning in a commercial or office environment
Attributes	- Ability to read and understand health & safety data sheets - COSHH assessments and product labels - Understanding of the importance of good hygiene, cleanliness and infection control - Ability to use own initiative and work within a small team	

	• Ability to identify hazards and take action	
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