

## JOB DESCRIPTION

**JOB TITLE:** Cleaner

**LINE MANAGED BY:** Building Supervisors

---

<b>Job Summary</b>	To be responsible to the Building Supervisors for the day to day cleaning of College property. To ensure all areas are cleaned as specified by the Head of Facilities.
<b>Principal Tasks</b>	To ensure all areas are cleaned. To carry out cleaning duties specified for various areas within the College property.
<b>General Duties</b>	<p>Report to Building Supervisor or Depute Head of Facilities any defects and/or Health &amp; Safety issues.</p> <p>Carry out cleaning duties for various areas within the college property, as detailed below:</p> <ul style="list-style-type: none"> <li>• Clean, dry and polish a range of floor and wall surfaces.</li> <li>• Clean and dry a range of wall surfaces.</li> <li>• Cleaning of sinks, toilets and kitchen area.</li> <li>• Ensure supplies of soap/toilet paper in toilets are maintained.</li> <li>• Remove dust using mechanical cleaning appliances.</li> <li>• Uplifting litter etc, disposing of it in a safe and hygienic manner.</li> <li>• Clean using mechanical floor cleaners.</li> <li>• Clean hard surfaces using a range of specialist devices and disinfectants.</li> <li>• Cleaning of stairs and areas above head height.</li> <li>• To comply with relevant Health and Safety regulations, relating to the use of equipment and materials.</li> <li>• To assist in periodic intensive cleans to designated areas.</li> </ul> <p>Attending any relevant Health &amp; Safety training and/or attending training sessions as required to ensure proper use of equipment and materials.</p>

Ensuring own work area is in good/safe condition and take action as appropriate to reduce/minimise risks to self and others, reporting issues where necessary.

Carrying out work practices to specific standards in accordance with induction and Health & Safety training, safe systems of work, and risk assessments.

Any other duties associated with the smooth running of the Facilities Department that may be required from time to time.

The working pattern for this role is Monday to Friday, 6.00am to 1.45pm with a 45 minute unpaid lunch break, total 35 hours per week.

## **WHO WE ARE**

### ***Vision***

South Lanarkshire College is a further and higher education institution with a mission to create social and economic value for individuals, businesses and communities through learning, with a clear vision;

*“To inspire and transform lives through inclusive, innovative and sustainable education.”*

### ***Mission***

South Lanarkshire College has a clear mission to,

*“Deliver excellence in skills-based education to the workforce of the future creating social and economic value for individuals, businesses and the communities we serve through first-class teaching, learning and support.”*

This mission gives us a real sense of purpose. We exist because of our expertise in learning and teaching.



## VALUES

The College's values are vital in our collective ability to achieve continued success, and they define how we work together as Team SLC.

- **Togetherness:** visionary and transparent leadership, common purposeful goals and build on values.
- **Connectedness:** meaningful participation in decision-making, a listening organisation and developing collaboration.
- **Recognition:** culture of values-based recognition, celebration of individual and team contributions and effective, frequent praise.
- **Enablement:** providing valuable feedback, developing manager effectiveness and individualised training and development.
- **Motivating work:** autonomous working, learning organisation and meaningful work.

*This job description is not intended to detail all tasks undertaken, but simply highlight a number of major tasks of the post. The post holder may be required to undertake additional duties which might reasonably be expected and which form part of the function of the post.*

*This job may be amended in future to reflect the changing duties of the post.*