

## JOB DESCRIPTION

**JOB TITLE:** Cleaning operative

**LOCATION:** Lugton

**REPORTING TO:** Administrator

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### OUR VALUES AND BEHAVIOURS

**Respect** - This means respecting each other, great communication, valuing contributions, respecting differences and supporting one another.

**Collaboration** - This is all about teamwork and remembering that we are all working towards the same goal. It's also about how we work with our clients and their other suppliers. We are one team!

**Integrity** - This is about being honest, reliable and trustworthy and always delivering on promises.

**Innovation** - This is about striving to always improve, working smarter, coming up with new ideas and having the confidence to share them. At the same time it's about embracing change.

**Excellence** - This is all about striving to be the very best brand ambassador, exceeding expectations to build value and give us and our clients a real competitive advantage.

**Trust** - This is all about being consistent, organised and reliable. It's also about doing what you say you are going to do and not promising what you can't deliver.

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### OVERVIEW OF JOB DESCRIPTION

Cleaning office and welfare areas located within portakabins in an industrial estate.

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### Main Duties & Responsibilities:

ABM is looking for an experienced cleaner to work in an industrial depot, duties will include maintaining cleanliness of office areas, toilets, washrooms and kitchen/breakout areas, but also external portakabins and yards. You must have high standards of cleaning, good eye to detail and be able to work proactively and towards daily/weekly goals without supervision. You will be responsible for regular disinfection of surfaces throughout your shift. You must be punctual and have good attendance, good understanding of health and safety and hygiene practices.

Due to location of the site, own transport is beneficial

Face covering and social distancing practices apply across premises

### Person Specification:

- Must be reliable and trustworthy and be able to work on own initiative
- Good communicator as you will interact mostly with site and Client staff
- Must have good eye to detail and be proactive and good/planner of daily/weekly tasks
- Good grasp of health and safety

## Essential

Excellent timekeeping and attendance record is a must

## Desirable

Own transport

## HEALTH & SAFETY RESPONSIBILITIES

- Follow Group and company policies and procedures at all times;
- Report any apparent deficiencies in systems of work or equipment provided that may result in failure of service delivery or risk to health and safety or the environment;
- Use all work equipment and personal PPE properly and in accordance with training received;
- Report any issues or training needs to your Line manager and /or via your divisional incident reporting system;

## NOTE

This job description is intended to give the post holder an appreciation of the role envisaged for this position and the range of duties undertaken. Specific tasks and objectives will be agreed with the post holder throughout the period of employment. The job description may be varied from time to time by the Company to reflect changes in the post holder's role and/or the needs of the business.

***Please note that ABM are an equal opportunities employer, we do not discriminate and welcome all responses.***