

Relief Domestic

Location as per advert

At a glance:

Grade: B

Pay: As per advert

Allowances:

- Distant Islands Allowance

Job Purpose:

Your work will include providing a high standard of cleanliness within a residential setting, in line with policy and procedure, professional guidelines and social care principles.

For application support contact hsupport@orkney.gov.uk or call **01856 873535 ext.2250**

Benefits and Support

5.6 weeks statutory annual leave, inclusive of Public Holidays (pro-rata)	Comprehensive induction process
Potential to join Local Government Pension Scheme	Employee Assistance Programme

Main Duties and Responsibilities

Undertake, individually or as part of a team, the cleaning of designated areas, which may include toilets and shower areas, within the residential environment to ensure that they are kept in a clean and hygienic condition. Powered equipment may be used where necessary.

Ensuring, at all times, the cleanliness of the unit.

Assisting with serving and preparing food, clearing of tables and washing of dishes when required.

Carrying out duties in laundry, ensuring careful handling of all personal clothing.

Carrying out general cleaning of all rooms, including interiors of windows, floors, paintwork, toilets and furniture.

Carrying out routine checks of cleaning and laundry materials held at the Unit and reporting on this to the Duty Manager, to ensure adequate stock maintenance at all times.

Participating in regular staff meetings, training and supervision, as required.

The post holder will be required to liaise with service users, carers and family, members of the public, external agencies and senior management.

Responsibilities for All

Embody the Council Values of Accountable, Reliable, Considerate and Collaborative.	Participate in team meetings, 1 to 1s, supervision and good conversations process
Handle all information in confidence and in line with Data Protection requirements	Comply with the Council Employee Code of Conduct
Work safely to prevent risk to yourself and others	Comply with relevant professional body codes of practice/conduct
Ensure Equality, Diversity and Inclusion	Any other duties appropriate to your grade
Undertake mandatory and relevant training and development	Where required Support the Council's emergency response

Skills and Requirements

Must have

Basic experience of cleaning duties
Experience in use of basic cleaning equipment
Experience in use of cleaning chemicals
Good general standard of education, including literacy and numeracy

Requirements of the Role

Disclosure/PVG:	PVG Adults	Convictions to Declare:	All
Politically Restricted Post:	No	Sponsorship:	No