

The Highland Council

Job Description

Service:	Place	Section:	Amenities
Job Title:	Public Convenience Cleaner		
Location:	Mobile Route cleaning various Public Conveniences throughout the area		
Grade and Salary:	HC03 (£27,166 - £27,917 per annum on a pro rata basis)		
Responsible to:	Area Cleaning Supervisor / Highland Amenities Officer		

Job Purpose: The duties of this post are variable, depending on the location being covered. It does include driving to various location to carry out the following duties:

Key Duties and Responsibilities:

- The cleaning of all surfaces, including walls, fixtures and fittings, within public conveniences.
- The cleaning of all sanitary areas, toilets, showers (as appropriate) and daily replenishment of disposables such as soap and toilet rolls.
- The maintenance and deep cleaning of all hard and soft surfaces.
- The care and cleanliness of all equipment used in carrying out the above duties.
- To report any faulty equipment, vandalism, and potential hazards to Cleaning Supervisor or out of hours emergency contacts immediately.
- Responsible for closure of all windows, doors and switching off lights in all designated building where applicable.
- Responsible for emptying all rubbish bins and disposing of the rubbish.
- The successful applicant is liable to be involved in strenuous activity e.g., cleaning at low levels, lifting & handing of consumables, reaching with dusters, emptying of bins etc
- To co-operate in the implementation of the Council's health and safety policy by: -
- Acting in the course of their employment with due care for their own safety and that of others, who may be affected by their acts or omissions at work. Co-operating,

so far as is necessary, to enable the Council to perform any duty or to comply with any requirements, as a result of any health and safety legislation which may be in force.

- Attend training as required for operational cleaning needs or compliance with legislation or Highland Council corporate requirements.
- Responsible for ensuring that all jobs and tasks undertaken comply with service operational procedures, work instructions, and in accordance with Council policies and procedures.

Other Duties:

- The post holder may be required to perform duties appropriate to the post, other than those given in the job specification. The duties and responsibilities attached to the post may vary from time-to-time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and would not themselves justify reconsideration of the grading. As a result of such variations, it may be necessary to update this job specification from time-to-time.

Date:

February 2025

