

PERSON SPECIFICATION

Post Title	Mobile Contract Cleaning Operative	Band	2	Job Evaluation Reference	G648
Required Attributes					
1. EDUCATION AND TRAINING				Essential	Desirable
Qualifications as an essential criteria can only be asked if it is a <u>fundamental</u> requirement of the role (i.e. the role could not be done without it). Otherwise, a qualification should be used as an <u>indication</u> of the knowledge required to perform the role and equivalent knowledge/experience* should be considered (i.e. SCQF Level 6 or equivalent knowledge/experience)					
*equivalent knowledge/experience can be gained in several ways including relevant work experience, voluntary or community activities, on-the-job or off-the-job training or full-time or part-time study					
Cleaning Training or equivalent					✓
Window cleaning training or equivalent					✓
Training in water-fed poles for window cleaning				✓	
2. KNOWLEDGE AND EXPERIENCE				Essential	Desirable
Consider what knowledge and experience is essential at the point of recruitment and what can be considered desirable and can be learned through on-the-job training					
Experience working within cleaning environment				✓	
Experience in cleaning external and internal windows at various heights					✓
Experience in using water fed pole systems					✓
Knowledge of using cleaning chemicals				✓	
Knowledge of good housekeeping practises					✓
Health and Safety at Work				✓	
Knowledge of alternative cleaning methods i.e. builder and sparkle cleans; traditional and water-fed pole methods; use of high pressure washer etc.					✓
Mobile Technology					✓
3. SKILLS AND ABILITIES				Essential	Desirable
Consider what skills and abilities are essential the point of recruitment and what can be considered desirable and can be learned through on-the-job training					
Good communication				✓	
Administration skills					✓

Organisational skills	✓	
Ability to liaise with internal and external contacts	✓	
Customer Awareness	✓	
4. PERSONALITY FACTORS	Essential	Desirable
Include personality traits and interpersonal skills that align to the Councils Core Behaviours		
Polite	✓	
Approachable	✓	
Reliable	✓	
Responsible	✓	
Willing to work alone and within a team	✓	
Willing to work in all weather conditions	✓	
5. OTHER REQUIREMENTS	Essential	Desirable
Include other criteria not covered in sections 1-4 i.e. Driving License or SSSC registration etc		
Prioritise workloads	✓	
Assist with scheduling of tasks		✓
Work 5 out of 7 days	✓	
Driving Licence	✓	
Employees are the Council's greatest asset and through our SUPPORT we are expected to work together and demonstrate the following core behaviours: - Strengthen – our Communities - Understand – our children's needs - Protect – our vulnerable people - Promote – equality and diversity - Open and transparent – at all times - Respect – our environment - Treat – each other with kindness		

Guidance:

A factsheet on writing a person specification is available on Connect within the recruitment policy/procedure.