

PERSON SPECIFICATION

In order to be shortlisted you must demonstrate you meet all the essential criteria and as much of the desirable as possible. When a large volume of applications is received for a vacancy and most applicants meet the essential criteria, the desirable criteria are used to produce the shortlist.

Criteria	Essential	Desirable
Qualifications	Mathematics GCSE English GCSE	NVQ in Cleaning.
Training		Basic Training in Health & Safety, Control of Substance Hazardous to Health (COSHH).
Experience		Work in a similar role.
Special Knowledge/Skills		Previous experience in floor care and maintenance and use of floor care equipment.

Personal Qualities	Ability to communicate with colleagues / the general public. Ability to work alone, but also as part of a team group. Ability to maintain confidentiality is vital. Friendly disposition in order to be able to communicate with colleagues, the general public and patients in order to complete daily tasks.	
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Interests and Motivation relevant to the job	Use own initiative in order to be able to meet deadlines and timescales.	
Commitment	Reliability, flexibility, conscientiousness and pride in work.	

This job description is not exhaustive; it may also be reviewed and amended with the post holder as appropriate when necessary.