

## HEALTH FOR ALL (LEEDS)

### SESSIONAL CARETAKER / CLEANER

#### PERSON SPECIFICATION

	<b>Essential</b>	<b>Desirable</b>	<b>Shown by</b>
Experience	<ul style="list-style-type: none"><li>• Experience of cleaning duties.</li></ul>	<ul style="list-style-type: none"><li>• Experience of security and safety procedures</li><li>• Knowledge and experience of working in the voluntary sector</li></ul>	Application form/ Interview
Skills	<ul style="list-style-type: none"><li>• Good organisational skills</li><li>• Good communication skills</li><li>• To deal with members of the community in an acceptable and tactful manner</li></ul>		Application form/ Interview
Ability	<ul style="list-style-type: none"><li>• To work to quality standards</li><li>• To be able and committed</li><li>• Ability to carry out physical tasks described in the job description.</li><li>• To maintain high standards of Health and Safety</li></ul>		Application form/ Interview
Knowledge	<ul style="list-style-type: none"><li>• Knowledge of tasks associated with caretaking duties.</li><li>• Knowledge of community buildings</li></ul>	<ul style="list-style-type: none"><li>• Knowledge of COSHH and Health and Safety Policies</li></ul>	Application form/ Interview
Attitudes and Personal Attributes	<ul style="list-style-type: none"><li>• Flexible approach to working hours</li><li>• Non-judgemental approach</li><li>• Commitment to working in ways which challenge discrimination</li><li>• Flexible and adaptable way of working</li><li>• Reliable &amp; trustworthy</li><li>• Ability to work as part of a team</li></ul>	<ul style="list-style-type: none"><li>• Car driver and owner in order to move between different sites</li></ul>	Application form/ Interview