

### Role Purpose

To undertake a range of duties concerned with ensuring premises are kept clean, hygienic and free from offensive odours and to comply with systems in place to control the spread of infection.

To create a safe, warm and comfortable environment that meets the needs of our service users.

### Key Relationships

<b>Line Manager:</b>	Lead Housekeeper / Medlock Court Managers
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### Main Accountabilities and Responsibilities

- Cleaning of designated areas to ensure hygienic conditions in accordance with risk assessments and Control of Substances Hazardous to Health (COSHH) regulations.
- To assist with kitchen and dining room duties e.g. laying and cleaning tables, serving food to service users, basic food preparation.
- Stock control of cleaning products and operational products e.g. personal protective equipment (PPE).
- Complete all necessary paperwork e.g. cleaning schedules.
- To ensure duties are carried out in line with the MioCare Group's statutory requirements and policies and procedures.
- To work sensitively with service users and carers from a diversity range of cultures and backgrounds and to respect and be aware of their differing needs, in accordance with the MioCare Group's Equality and Diversity Policy.
- Develop your knowledge and practice and undertake relevant training.
- Participate in supervisions, appraisals and team meetings.
- To undertake any additional duties commensurate with the grade of the post.
- To actively promote the equalities and diversity agenda in the workplace and in-service delivery.
- To be familiar with customer care and health and safety policies of the MioCare Group.
- To participate in self-improvement in performance through workplace development.



<b>Knowledge</b>		Knowledge of COSHH and IPC guidelines.	Application form / Interview
<b>Work Circumstances</b>	<p>Will be required to work to a rota which covers days, evening, weekend, bank holidays, 7 days a week.</p> <p>Must be able to obtain an enhanced Criminal Records Disclosure Certificate and POVA checks.</p>		<p>Application form / Interview</p> <p>Application form / Interview</p>

**NB: Any candidate with a disability who meets the essential criteria will be guaranteed an interview.**