



Kent & East Sussex Railway



TENTERDEN TOWN STATION, TENTERDEN, KENT TN30 6HE
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Job Description

Job Title: Cleaner

Hours: Positions offering 24 to 37 hours per week

Reports to: Infrastructure Manager

Role Purpose

Undertake the cleaning of designated areas including buildings at stations and railway carriages to ensure that they are kept in a well presented, clean and hygienic condition. A cleaning rota specifies the daily, weekly and monthly schedule of items

Role requirements

- Ability to follow the cleaning schedule in an effective manner.
- Ability to select suitable cleaning materials and methods dependent on the surface/object being cleaned.
- Carrying out duties to include: cleaning, washing, sweeping, vacuum cleaning, emptying bins, polishing and dusting of designated areas, including toilets and shower areas, and fixtures and fittings, using where appropriate powered equipment.
- Ability to respond to the seasonal nature of the business where the cleaning rota will vary between public opening and closure periods.
- Proactive reporting of any item that is not covered adequately by the cleaning rota.
- Prompt reporting of hazards, such as fire hazards, blockages, etc.

Duties and responsibilities of the post may change over time as requirements and circumstances change.

The person in the post may also be required to carry out such other duties consistent with the role from time to time.

You will be able to demonstrate a commitment to excellent Customer Care.

continued

The Kent & East Sussex Railway Company Limited

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Person Specification

- Excellent motivation
- Ability to communicate clearly and be able to understand written and verbal instructions.
- Understanding of the basic principles of health & safety including COSHH.
- Ability to carry out the work under minimal supervision.
- Ability to adhere to working procedures and policies.
- Ability to operate as part of a team or individually.
- Ability to perform the physical tasks required by the post, including lifting, carrying and pushing waste bins, cleaning trolleys and vacuum cleaners.
- Ability to fulfil their cleaning rota within the required time period to the quality standard expected.
- Ability to work in an organised and methodical manner
- Ability to act on own initiative, dealing with any unexpected problems that arise
- Willingness to take personal responsibility for standard of work carried out.
- DBS check required.

Health and Safety

Every employee is responsible for their own Health & Safety, as well as those of colleagues and visitors. Employees must build excellent relations with colleagues, cooperate with management, follow established safe systems of work, use protective equipment where required and promptly report any defects and hazards or unsafe practices observed. You will contribute as an effective member of the team by supporting colleagues and participating in first aid training, ongoing personal development, implementation and monitoring of the cleaning plans and actively sharing feedback