**Cleaner**

**Role & responsibilities.**

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| **PURPOSE** |  |
| * *Why does the job exist?* | To ensure all areas of the ambient warehouse are cleaned and maintained to company standards and statutory regulations*.* |
| **REPORTING RELATIONSHIPS** |  |
| * *Reports to which role?* * *Supervises which role(s)?* * *Peer Relationships* | **Reports To:**  Warehouse Supervisor  **Peers:**  Warehouse Operatives and Cleaning Assistants |
| **ACCOUNTABILITIES** |  |
| * *Describe all the core outputs of the job.* * *The key areas in which results must be achieved* | 1. To lead by example in delivering a high level of customer service through our warm northern welcome to every customer, internal and external each and every time. 2. To demonstrate and embed within your team all of the characteristics of Booths outlined in the Company Purpose. 3. To always work in a positive, customer focused way (internal customers included). Support your team in looking for new opportunities to consistently deliver the best operation to maintain a culture of continuous improvement. 4. To ensure activity undertaken ultimately contributes to internal and external customer satisfaction. 5. To present a smart image at all times wearing the provided company uniform including any personal protective equipment that you are issued as identified by risk assessment. 6. To undertake any training and development required to maintain effectiveness in the role. 7. Carry out cleaning tasks using the approved methodology and procedures in line with the cleaning specification. 8. Ensure cleaning chemicals and equipment are stored and used in line with the Material Safety data sheets and training. 9. To be aware of the statutory environmental health and hygiene requirements and maintaining a safe food handling environment and be an effective role model in this area. 10. To be aware of the importance of Health and Safety issues and to endeavour to work safely at all times. 11. To be an active member of the team liaising and co-operating with other colleagues as required. 12. To complete or maintain any records required accurately including cleaning schedules and relevant records. |

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| **KEY WORKING RELATIONSHIPS** |  |
| * *Identify the most significant internal and external relationships* | **Internal:**   * Warehouse Supervisors * Warehouse Operations Managers * Process Team * Ancillary Colleagues * Manufacturing Colleagues |

All colleagues are responsible for complying with their duties and responsibilities under both national legislation and Booths Company policies regarding Food Safety, Health and Safety and GDPR.

I understand and accept the accountabilities of this role.

Colleague Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Criteria**

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| **­­­**Criteria   * *Be specific in terms of the type of knowledge and skills required.* * *Specify any requirement for previous experience – focus on the type or experiences needed rather than length of time* | Essential/Desirable |
| **Qualification** |  |
| COSHH | D |
| **Knowledge** |  |
| Basic Hygiene | D |
| Basic Food Safety | D |
| **Skills** |  |
| Good Communication | E |
| Self-motivated | E |
| Interpersonal | E |
| **Character** |  |
| To be Impactful | E |
| To be Innovative | E |
| To be Courageous | E |
| To be Uncompromising | E |
| To be Responsible | E |
| To be Caring | E |
| To be Warm | E |
| To be Authentic | E |
| **Experience** |  |
| Cleaning | E |
| Chemical Handling | D |