

HUNTINGDON TOWN COUNCIL

PERSON SPECIFICATION

PART TIME CARETAKER / CLEANER

TOWN HALL AND CONEYGEAR CENTRE

- E1 Low level of uncertificated sickness from previous employment.
- E2 Good health and physical fitness.
- E3 Ability to interpret and understand written and verbal instructions.
- E4 Ability to work flexible hours within a previously notified timetable, along with being on on-call rota to attend alarm call outs .
- E5 Ability to operate basic electrical and mechanical equipment, including security alarm systems, central heating controls and PA system.
- E6 Ability to interact with the public, members and officers of the Council in a courteous and friendly manner.
- E7 Ability to enforce the rules of operation of the premises with courtesy, firmness and common sense.
- E8 Ability to clean floors, walls, work surfaces, sinks, toilets, windows etc.
- E9 Ability to read and understand labels and instructions on machinery, equipment and cleaning materials.
- E10 Ability to ascend (with other staff present) ladders, steps and tower scaffolds.
- E11 Ability to lift and carry also with the use of mechanical aids, tables, chairs and other items of a heavy nature.
- E12 Ability to work as part of a team and alone.

- D1 Experience of basic maintenance of electrical items, joinery, plumbing etc.
- D2 Previous experience of similar work.