**PERSON SPECIFICATION** 

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| POST | Housekeeper |
| **DIRECTORATE** | People |
| **DEPARTMENT** | Health and Recreation |
| **LOCATION** | South Lake Leisure Centre |

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| **FACTORS** | **ESSENTIAL** | **DESIRABLE** | **METHOD OF ASSESSMENT** |
| Qualifications  and training |  |  |  |
| Experience | * + Six month’s cleaning experience in a work environment. |  | Application/  Interview |
| Key skills, knowledge  and attributes | * Attention to detail and ability to clean to a high standard; * Understanding of health and safety requirements; * Good organisational skills; * Ability to interpret written instructions; * Basic record-keeping skills; * Effective verbal communication skills; * Flexible approach to work demands. |  | Application/  Interview |
| Driving |  |  |  |
| Working Arrangements/  Flexibility | 37 hours per week. The post holder will be required to work outside normal hours including Bank Holidays, evenings and weekends. |  | Application/  Self-assessment |