**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 |