**Island of Hoy Development Trust**

Revenge, Naval Hall, Longhope, Orkney, KW16 3PG

Telephone 01856 701356

**Person Specification**

**Cleaner/Caretaker**

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| **Area** | **Essential** | **Desirable** |
| **Qualifications** | * Good general education
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| **Knowledge/experience** |  | * Previous experience of cleaning a public building
* Basic understanding of health and safety issues including COSHH (Control of Substances Hazardous to Health)
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| **Skills** | * Ability to organise own workload
* Ability to assess the cleaning requirements of the building
* Perform general cleaning duties, including using cleaning equipment
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| **Personal attributes** | * Trustworthy and honest
* Able to use own initiative
* Take personal responsibility for standard of work carried out
* Maintaining confidentiality when required
* Willingness to undertake required training
* Good team player
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