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Job Requirement

Date: June 2010
Job Title: HVCA Cleaning Specialist
Reports To: Team Supervisor
Location: Based in Gateshead (Working in various locations in UK)

Requirement	Essential or Desirable	How Tested (S) used at Shortlisting
Education/Qualifications/Knowledge		
1.1 Knowledge of cleaning methods materials and equipment.	D	Application Form(S)/Interview
1.2 Knowledge of Health & Safety, Manual Handling, COSHH and risk assessments.	D	Application Form(S)/Interview
1.3 Ability to understand and read instructions.	E	Application Form(S)/Interview
1.4 Previous experience in a similar post.	D	
Experience		
2.1 Able to demonstrate experience of cleaning methods, materials and equipment.	D	Application Form(S)/Interview
2.2 Able to demonstrate awareness of Health & Safety, COSHH and risk assessments good practice in relation to cleaning procedures.	D	Application Form(S)/Interview
2.3 Ability to understand and read	E	Application

instructions.

Form(S)/Interview

Skills & Aptitudes

3.1 Ability to work as part of a team.	E	Interview
3.2 Ability to work on your own initiative.	E	Interview
3.3 Ability to work to targets and meet deadlines.	E	Interview
3.4 Posses good customer service skills.	E	Interview
3.5 Ability to communicate both verbally and non-verbally.	E	Interview
3.6 Good organisational skills	E	Interview
3.7 Excellent Time Management skills	E	Interview

Personal Attributes

4.1 Possess enthusiasm and motivation to achieving high standards of cleanliness and hygiene.	E	Interview
4.2 Flexible. Willingness to work additional hours when required.	E	Interview
4.3 Ability to demonstrate commitment to further training and develop new skills.	E	Interview
4.4 Trustworthy and reliable	E	Interview

Physical

5.1 Ability to undertake all the physical aspects of the role as the work involves prolonged strenuous activity.	E	Interview
5.2 Ability to move and use domestic and industrial type equipment	E	Interview

Other

6.1 Follow all company policies and procedures and safe working practices.	E	Interview
6.2 Hold Health & Safety Skill Card or	D	Interview

equivalent

6.3 Hold a current, full, UK driving license	D	Interview
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6.4 High Personal Standards	E	Interview
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Equal Opportunities

7.1 Understand and demonstrate a willingness to promote positively the Equal Opportunities Policy of Eurovent.	E	Interview
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