



# Job Description and Person Specification Cleaner

camphill  
village  
trust

Taurus Crafts, The Old Park, Lydney  
Gloucestershire. GL15 6BU

## Would you enjoy working in a beautiful location in the Forest of Dean?

<b>Job title:</b>	Cleaner
<b>Location:</b>	Taurus Crafts, Lydney, Gloucestershire. GL15 6BU
<b>Purpose:</b>	To work as part of a small team to maintain a clean, welcoming, and hygienic environment for all people that access our services and facilities at Taurus Crafts.
<b>Salary:</b>	£10.42 per hour
<b>Hours:</b>	9 Hours per week (3x 3hr shifts on a rota basis. Weekend Availability. Some flexibility available.)

## Do you enjoy providing a clean environment for customers to enjoy?

We have an opening for you to join us as a Cleaner at Taurus Crafts. If the following appeals, we'd love to hear from you:

- You'll want to provide the highest standards of cleanliness.
- You'll love being part of a dedicated but fun team who always strive to provide an exceptional experience for all our customers.
- You'll have a natural and caring ability and be keen to support people with learning or other disabilities and help support them in participating in work and society.

## Who are we looking for?

- You'll ideally have experience as a cleaner or a housekeeper.
- You'll have excellent attention to detail.
- You'll have good numeracy and literacy skills.
- You'll have basic IT skills.
- You'll ideally have knowledge of COSHH.
- You'll ideally have working knowledge of Health & Safety in the cleaning industry.
- But above all, you'll enjoy having fun in a busy environment.





## What are the main responsibilities of this role?

- Make sure that the public areas are kept clean and welcoming these include Severnside Kitchen, office, staff room, and toilets and the communal areas used by tenants.
- Manage consumable stock levels in line with demand and order from relevant supplier at the required timescales.
- Report any maintenance or Health and Safety issues to the Duty Manager.
- Follow the daily, weekly, and monthly cleaning schedules for the various areas and restock consumables (toilet rolls, hand towels, soap) as required
- Follow and work to the Health and Safety policies and any procedures that relate to any substances hazardous to health that may be in cleaning materials that are in use.
- Undertake such other tasks as required individually or with others to develop and maintain standards required operationally across the site.
- Actively participate in meetings and in relevant training to support your own development and the wider activities carried out at Taurus Crafts.
- Manage laundry for the kitchens and put away in the correct locations.
- The role may extend in future to include additional housekeeping duties and site-based cleaning tasks.

## Role requirements:

- Good standard level of education (GCSE in Maths & English)
- Excellent time management skills.
- Polite, respectful, and approachable: able to engage and establish rapport with customers.
- Physically in good health, able to stay on feet for a period of time.
- Able to work independently and use own initiative.
- Able to take and follow directions and prioritise tasks.
- Motivated to deliver a good service to customers and follow through and complete tasks to a high standard.
- Able to work under pressure.
- Able to work cooperatively as part of a team.
- Presentable, dresses appropriately and with good personal hygiene
- Able to take initiative and make decisions.
- Great communication and customer service skills
- You will have a proven ability to be honest, dependable and dedicated to your role.
- A “can do” attitude and willingness to ensure all our customers and visitors receive a great experience.
- You’ll be able to work alongside and support people with mixed abilities.
- A sense of humour and positive attitude really helps: we don’t expect our colleagues to be stand up comedians but we do enjoy having fun.

## What do we offer you?

In addition to a competitive salary, our benefits include:

- 25 days annual leave statutory bank holidays (pro rata and accrued according to number of shifts worked)
- Once you join us, you'll be eligible to benefit from "Charity Discounts" where you can enjoy reductions from lots of differing retailers and service providers.
- Employee assistance scheme that is also available to your immediate family.
- Free on-site parking.
- Pension Scheme: we contribute to a pension scheme along with your personal contributions.
- Death in Service benefits: payments made to your beneficiaries should the unthinkable happen.

**All our employees require a DBS criminal record check. We will do this for you.**

**We reserve the right to close this vacancy early if we receive a sufficient number of applications.**

**Camphill Village Trust is an equal opportunities employer.**



## About the charity

Camphill Village Trust is an award-winning national charity supporting adults with learning and other disabilities. We provide housing, care and support, and day opportunities across our nine communities in England. We enable people to lead safe, healthy, happy lives and to be active citizens.

### Our vision

**To see more people with learning and other disabilities lead a life of opportunity**

### Our mission

**To empower the people we support to lead more connected and fulfilled lives and make informed life choices**

## About Taurus Crafts and the service

Taurus Crafts provides work and training opportunities for the people we support, developing new skills, building confidence and enabling people to participate actively in the community.



At Taurus Crafts, people we support are involved in all aspects of our award-winning centre. Trainees serve in our shops and develop their hospitality skills in every area of our café. Our beautiful, artisan gifts and imaginatively designed cards are made by people with learning disabilities as is the crockery we use in our café, which is hand-thrown in our pottery at our nearby Grange Community.

We have many functions and events throughout the year hosting markets where we sell products made by the people we support. Ranging from crafts, food, cards and jewellery. And at Christmas host our popular Christmas Market selling beautiful hand made baubles, wreaths and a great selection of gifts.



Work is an important part of adult life.

A work experience placement with us offers a range of vocational pathways in a working environment to give the opportunity to learn new skills. These include customer service, hospitality, retail and site maintenance.

It will; increase confidence and self-awareness, build essential transferable skills and give a taste of real working environments.

A LIFE OF OPPORTUNITY  
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