



Job Description

Village Cleaner

The purpose of the role is to be part of a team that works together to provide the most enjoyable lifestyle possible for Summerset residents. This role contributes by providing a clean, safe and homelike environment that caters to the needs of the residents and by being part of a team that works together to create a pleasant and enjoyable environment for residents, their visitors and other team members.

This job description provides an overview of the responsibilities and tasks of the role. You may be required to perform job related tasks other than those specified.



STRONG ENOUGH TO CARE



ONE TEAM



STRIVE TO BE THE BEST



BRINGING THE BEST OF LIFE

Business Unit	Operations
Department / Team	Village Operations
Reporting Line	Village Operations Manager
Contribution / Responsibilities	Cleaning / Housekeeping services - Ensure high standard of cleaning is carried out as per the cleaning schedule at each area (including rooms, toilets, showers, wet areas, cleaning cupboards, entrance areas, floors, laundry areas, loading and emptying dishwashers etc). - Ensure high standard of cleaning for shared Village spaces such as the recreational space as per the cleaning schedule. - Maintain cleanliness of vacant Village homes and units as per cleaning schedule Customer service - To maintain a professional relationship with staff, residents and families at all times by being aware of different cultural needs, understanding of difficult residents and situations, having an appreciation of residents' personal space, condition and needs etc. Other - Update cleaning supplies requests to ensure all stock is maintained in order to successfully carry out daily duties. - Assistant with tasks and duties that would reasonably fall within the responsibilities and skills of the position, at the request of the Village Manager. - Ensure cleaning protocols that promote infection control by following universal precautions for exposure to human blood and body fluids - Be familiar with and able to follow Emergency Policies and Procedures: - Fire and Evacuation - Know where to find Fire Alarms, Fire Exits and Assembly Points, fire extinguishers and First Aid Equipment
Health & Safety	Be a proactive contributor to ensuring the health & safety of our people, our customers, our contractors and our residents. This includes conforming to Summerset's safety culture expectations of an environment of zero-harm and compliance with health and safety policies and procedures.
Qualifications and Experience	- High attention to detail and pride in the value this role provides - Honest, punctual and reliable - The ability to be flexible and adaptable - Prepared to be a team member with a 'can do' positive attitude - A genuine interest in working with older people and a positive attitude to Ageing as well as the ability to work with people from different cultural backgrounds - Good listening and communication skills and a good understanding of both oral and written English - The ability to help create an environment which shows a respect for older people and which treats people with dignity
Relationships	- Village Operations Manager and all other Village staff - Residents and their families - Visitors / Contractors
Dimensions	Nil direct reports
Other	This job includes all the main duties and responsibilities of the role; however you may be required to do other tasks and duties, which would reasonably fall within the responsibilities and skills of the role, at the request of the Village Operations Manager.

Values		
 STRONG ENOUGH TO CARE We treat our residents like family. We do what's right. We respect people as individuals.	 ONE TEAM We look out for each other. We take ownership and follow through. We share and listen to each other's ideas.	 STRIVE TO BE THE BEST We work hard. We like to win. We're always learning and improving.