



Job Description

Job Title: Hygiene Technician

Responsible to: Day to day to Project leader and CE Supervisor

Purpose of Job: To maintain a Hygiene Standard within the Project

Responsibilities:

1. To work within the ethos and values of Sophia Housing Association.
2. To ensure that both the Administration Building and the Communal areas are cleaned according to the schedule attached.
3. To ensure all office bins are emptied on a daily basis. Participant will have regard to the recycling of paper operated in the Project.
4. To ensure that all equipment, in particular floor cloths are washed and left clean before leaving daily.
5. To keep an inventory of all cleaning items and sign book when removing products from the store.
6. To ensure that all cleaning items are kept in the designated stores and that only products cleared for use by the Health and Safety Manager will be used..
7. To report to Team Leader/Supervisor if any item of furniture/equipment is damaged and in need of repair.
8. To participate in Worker Development Training and meet with supervisor on a monthly basis.

9. To undertake any such other duties as may arise from time to time in consultation with you and your Supervisor/Team Leader. Details of which will be notified to you as soon as possible.