**Job Title Health Centre Domestic Assistant**

**Reports to Senior Nurse Manager**

**Job Purpose**

The Domestic Assistant will be responsible for cleaning designated areas within the health centre to ensure that all inpatients are cared for in a safe and hygienic environment. The Domestic Assistant will also be responsible for ensuring that inpatients are well catered for during their stay.

**Key Roles and Duties**

* Cleaning, washing, sweeping, vacuum cleaning, emptying of litter bins, polishing, dusting of all fixtures and fittings of the designated areas within the health centre, including toilets, bathrooms and shower areas.
* Using where appropriate the correct powered equipment for vacuuming, shampooing, scrubbing & polishing of floor areas.
* Ensuring that all inpatients have their breakfast trays cleared away during the morning in a timely manner.
* Cleaning dishes, utensils and crockery used for breakfast and ensuring that it is ready for use again.
* Ensuring that all beds are made, and that laundry is carried out appropriately and regularly.
* Ensuring that all duties are carried out with hygiene and infection control in mind.
* To perform other such duties as may be reason ably requested by the Senior Nurse Manager to ensure the safe and effective operation of the Health Centre.

**Skills and Competencies**

To be successful in the role you should have:

* Literate & Numerate
* Previous experience of cleaning in a work environment
* Good time management and organisational skills
* Ability to work on own initiative
* Ability to achieve standards to performance criteria
* Careful, meticulous and dexterous
* Exceptionally high attention to detail
* Self-motivated and proactive
* Flexible approach to role
* Amenable and courteous