

Cleaner

Department: States of Jersey Police
Section: Justice and Home Affairs
Reports to: Chargehand Domestic Services
JE Ref: JHA1180
Grade: MW01 **JE Date:** 15/05/2025

Job purpose

The Postholder will be required to provide a high standard cleaning service for the benefit of uniformed, professional legal services, civilian staff and the public who use Police Buildings, whilst having highest regards for Health and Safety issues.

Job specific outcomes

- Thoroughly clean all offices, passages, toilets and cells at the Police Station and other Police Buildings.
- Sweep clean designated outside areas of the Station and Police Buildings.
- To ensure that certain drains are hosed down and yards swept weekly.
- Prepared to accept that there is a need to work overtime due to colleagues being absent or on holiday.
- Be prepared to carry out any other similar duties, as directed by the Charge Hand.

Statutory responsibilities

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

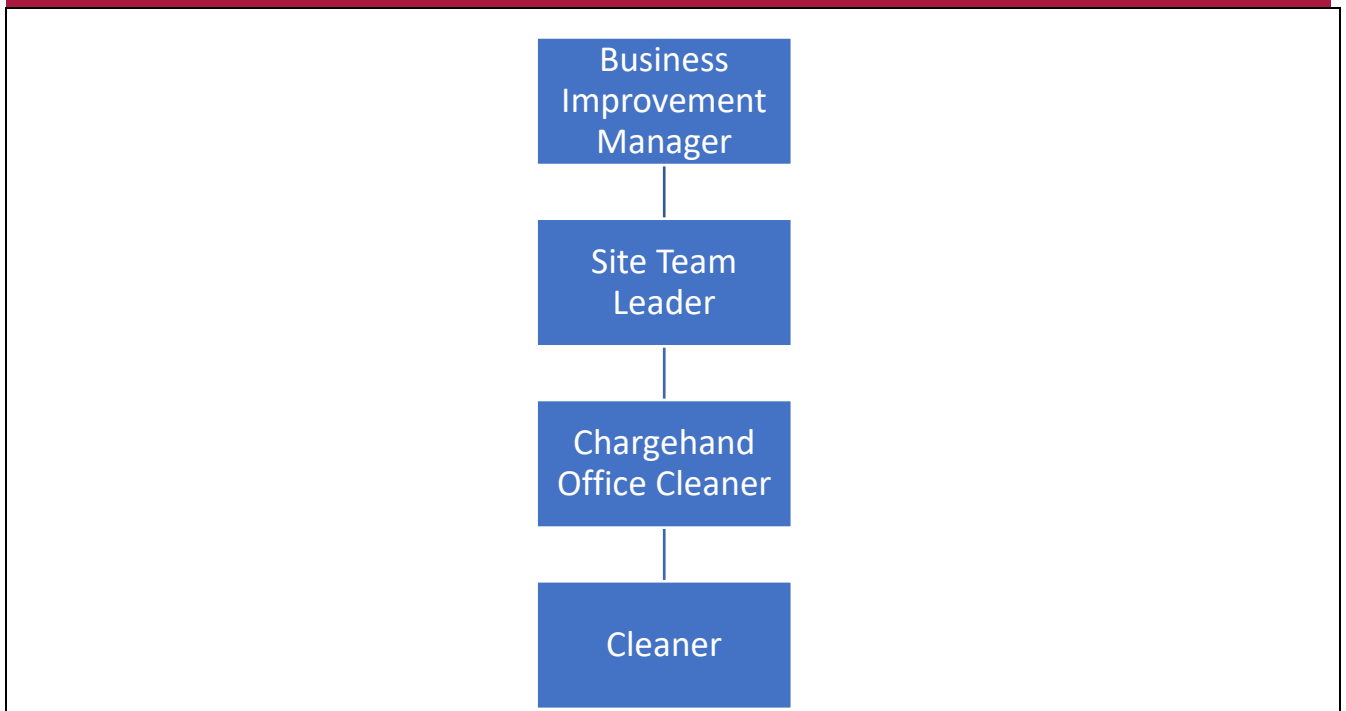
Services (TIER 1,2 and 3 jobs only-DELETE if not applicable)

- States of Jersey Police
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Organisational structure



Organisation chart



Person Specification

Specific to the role

Describe the knowledge, skills, experience, and qualifications required to perform the job to a satisfactory standard.

It is important to convey what the job requires, rather than what an individual might have, as these may be different. For example, you may have a postgraduate level qualification, however, an A' Level standard qualification is the requirement for the job.

ATTRIBUTES	ESSENTIAL	DESIRABLE
Qualifications <i>Please state the level of education and professional qualifications and / or specific occupational training required.</i>	No formal Qualifications required for this role.	
Knowledge <i>This relates to the level and breadth of practical knowledge required to do the job (e.g. the understanding of a defined system, practice, method or procedure).</i>	Have an acceptable level of the English language. A comprehensive knowledge of H&S procedures including manual handling, COSHH and working with bodily fluids (Custody) will be attained through induction and continual on the job training.	Training in COSHH, Health and Safety (including Manual Handling) at Work, as well as other relevant to cleaning – delivered in the workplace or digitally A good understanding of health and safety issues Safeguarding (children and vulnerable adults) awareness
Technical / Work-based Skills <i>This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.</i>	Working knowledge and experience of heavy duty vacuum and floor cleaning equipment.	
General Skills/Attributes <i>This relates to more general characteristics required to do the job effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.</i>	Demonstrate a commitment to high standards of cleaning. Have the ability to work as part of a team. Ability to maintain confidentiality and discretion at all times is essential.	

	Demonstrate a courteous and polite nature.	
Experience <i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).</i>	Must be a highly skilled cleaner with proven experience in non-domestic environments.	
Criteria relating to Safeguarding. <i>Other requirements needed to confirm suitability to work with children and/ or adults at risk to include skills, abilities, experience, behaviours and attitude/ motivation and values towards children and/ or adults at risk.</i> <i>Please include any responsibility for children and / or adults at risk in the role and any safeguarding responsibilities and include whether DBS vetting will be required.</i>	Police vetting required for this role.	

Personal Attributes

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the States of Jersey tier 6 core accountabilities attributes and behaviour indicators.