

### **Job Description - Domestic Assistant**

1. Provide service users and staff with the agreed standard of cleanliness and hygiene throughout the building
2. Promote the good reputation of the home by cleaning service users rooms and all public areas to the highest standard of cleanliness and hygiene
3. Use all cleaning products and equipment safely and in accordance with manufacturers' instructions. Use all supplies correctly, minimizing waste
4. Use appropriate Personal Protective Equipment (PPE), e.g. goggles, gloves, aprons, in accordance with 930 Health & Safety Policy
5. Carry out all daily and weekly routines together with any special cleaning duties as directed by the housekeeper/ line manager
6. Assist in the operation of the laundry where necessary
7. Ensure chemicals and equipment are secured safely and correctly in line with Health & Safety policy and CoSHH regulations
8. Co-operate with all the staff to create a relaxed, warm and comfortable environment for all the service users
9. Report all compliments, comments and/ or complaints
10. Secure service users and Company's property and premises
11. Report any defects, damage, theft, breakages or hazards
12. Carry out other duties as will, from time to time, be directed
13. Carry out all duties in a safe manner having regard for the health, safety and welfare of self, staff, service users and other persons within the home
14. Undertake appropriate training and development to ensure statutory compliance
15. Participate in appraisal and supervision processes within the statutory guidelines
16. In accordance with the *Health & Social Care Act 2008*, the post holder will actively participate in the prevention and control of infection within the capacity of their role