

JOB PROFILE**DEPOT CLEANER/DRIVER**

Job Title: Workshop Cleaner

Accountable to: Branch Manager

Reporting to the Depot Manager, the post holder will undertake regular house-keeping and maintenance duties in and around the workshop / depot area.

Particular areas of responsibility will be to: -

- Provide a high standard of cleanliness & tidiness in relation to all areas of the workshop and depot inclusive of car park in order to maintain the company image and a safe working environment.
- General duties including emptying of workshop bins, cleaning pits, changing of towels in men's facilities, attending to spillages.
- Duties including the operation of fork lift truck dependant upon holding licence
- Ensure that all aspects of Health & Safety regulations and safe working practise are adhered to including the mandatory wearing of personal protection equipment (PPE) and use of machine guarding where required.
- Safe handling and awareness of any hazardous liquids / chemicals which may be in use
- Collection and delivery of customer vehicles
- Ensure all customers and company vehicles are handled with care and all reasonable steps are taken to return the vehicle in a clean and tidy condition

The above list is not exhaustive and as expected in a position of this nature the employee would be expected to attend to any duty requested as may be deemed necessary to ensure the depot is maintained to Company standard.

Candidates should be able to demonstrate: -

1. Ability to organise work on own initiative.
2. Ability to work under pressure
3. Ability to actively seek solutions to problems.

4. Flexibility to undertake a wide range of tasks.
5. Excellent awareness and understanding of health and safety requirements.

Qualifications required

- Clean valid driving licence
- HGV Licence
- Fork Lift Truck Licence