

**JOB PROFILE****DEPOT CLEANER/DRIVER**

**Job Title:** Workshop Cleaner

**Accountable to:** Branch Manager

Reporting to the Depot Manager, the post holder will undertake regular housekeeping 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.
- Steam cleaning vehicles and trailers for the inspection of mot', including maintaining the equipment and reporting any defects.
- Duties including the operation of forklift 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.