

## Office Cleaner

Location: Sutton  
Hours: 16.30pm-19.00pm  
Alternate Shifts: Monday-Thursday  
Alternate Saturdays:N/A

### Job Description

Working within the Keltruck Services Team, the position is for someone who will be the person dedicated to maintaining branch office and welfare area cleanliness standards. Providing an excellent eye for detail and presentation by ensuring our office and welfare areas are cleaned to the highest standard.

Identifying priority areas whilst been consistent in their delivery of the end result. Respecting individual's belongings and work areas whilst balancing cleanliness standards. Embedding themselves within the team and working with the Manager for cleaning material stocks and equipment.

### Person Specification

Your excellent cleaning skills will be backed by the premium heavy goods vehicle franchise environment. Previous experience in similar environments would be ideal but not essential.

We are looking for someone who is reliable, consistent in their work delivery and has a keen eye for detail. The person will be expected to work within our office team. The role will require a level of physical ability and manual handling on a daily basis.

We are looking for someone who is caring, displays integrity, is dependable and professional in their approach to working within our team and interacting with our customers. Building lasting relationships built on trust, reliability and consistency.

The person must comply with our Health and Safety standards at all times. The person will be expected to attend any training as required. Therefore, a car driving license would be preferred but again is not essential.

### Our Great People, Get More

- 25 days annual leave plus bank holidays which increases with length of service
- Fully expensed manufacturer training with career pathways
- Free uniform
- Team Social Bonus based on overall Branch performance
- General joining bonus (T&Cs apply)
- Refer a friend scheme to incentivise bringing other people to the business
- Length of service awards, (extra pay, holidays and pension from Keltruck)
- Pension scheme (increase contribution options)
- Employee assistance program, access to doctors and support for you and the family
- Market leading employee platform for staff information, household savings and support
- Life insurance (often referred to as a death in service policy)
- Other elements such as free parking, warm drinks, Easter eggs and shopping vouchers

### How To Apply

Call Mr Matthew Mawer on 07711 638833  
Or submit your interest to [Matthew.mawer@keltruck.com](mailto:Matthew.mawer@keltruck.com)  
Alternatively, send your CV and position you wish to apply for to [careers@keltruck.com](mailto:careers@keltruck.com)

