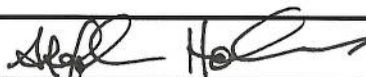


Position description Cleaner			
Position details:			
Position title:	Cleaner	Reports to:	Manager Operations Residential (MOR)
Department/Division:	Residential Care	Direct reports:	NIL
Position:			
<p>Goodwin employs cleaners to deliver cleaning services both front and back of house. Cleaning staff are part of a team who perform tasks to ensure residents receive services and support to maintain a safe, dignified, high quality of life. Cleaning staff are known as "Multi-skilled" and may work across care and support streams including care, activities, catering, cleaning or laundry. Cleaners may work in any and all streams. Cleaners work at a designated residential aged care facility, but may be relocated to another facility as organisational and resident needs change.</p>			
Key responsibilities:			
<ul style="list-style-type: none"> • Provide quality cleaning services to residents in accordance with specified requirements. • Clean all public areas as per scheduled cleaning task logs. • Ensure all allocated work tasks are completed through effective prioritisation. • Ensure the quality of services delivered to residents meets set standards. • Ensure incidents/events are reported to management as per policy. • Adhere to infection control policies and procedures. • Contribute to improving the overall support operations delivered by Goodwin. • Maintain and promote Goodwin's reputation as a quality aged care provider. • Maintain the customer service culture and present professionally to all people. 			
Other:			
<ul style="list-style-type: none"> • Compliance with organisational policies and procedures, legislation, work health and safety and diversity. • Commitment to quality systems and continuous improvement. 			
Selection criteria:			
Qualifications:			
Desirable:			
<ul style="list-style-type: none"> • Certificate III in Individual Support (Ageing/Home and Community) or Certificate in Cleaning (or equivalent) 			
Essential Skills:			
<ul style="list-style-type: none"> • Experience in the delivery of cleaning services in private and public areas. • Understanding of the use and application of chemicals. • Experience in achieving outcomes and skill development. • Ability to work with limited supervision. • Strong interpersonal skills and ability to communicate with a range of stakeholders. 			
Personal attributes:			
<ul style="list-style-type: none"> • High ethical standard, is trustworthy and confidential. • Works well individually and as a team member. • Has consideration and respect for others and their views. • Adapts to changing environments and demands. • Enthusiastic, energetic, projects a positive image. • Good attention to detail, efficiency and effectiveness. 			

Position description Cleaner	
Work health and safety:	
<ul style="list-style-type: none"> Participate and contribute to work health & safety practices to ensure a safe work environment. 	
Position approval:	
This position is approved at GACS Level 1 under the Goodwin Enterprise Bargaining Agreement.	
Authorisation:	
This position description has been authorised as part of Goodwin's document management process. It comes into effect on the date indicated next to the CEO/COO signature.	
CEO/COO signature:	<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">  </div> <div style="text-align: center;"> Date: 26/7/16 </div> </div>