



<b>Organisation</b>	Preston North End FC
<b>Position</b>	Part Time Cleaner
<b>Pay</b>	Hourly rate of pay
<b>Location</b>	A property of Preston North End FC based at, 168 Garstang Road, Fulwood, Preston, PR2 8JS
<b>Type of Contract</b>	Part Time, Permanent, 20 hours per week to include bank holidays.
<b>Job Reference</b>	PNE-1078
<b>Closing Date</b>	Monday 25 <sup>th</sup> November 2019 at 5pm.

Preston North End Football Club are looking for a hardworking, enthusiastic, self-motivated individual to join the facilities and maintenance team as a cleaner.

You must have previous experience of working in a professional cleaning environment and to a very high standard. You will be responsible for the cleaning of a large commercial property comprising of eight bedrooms, shower rooms and several living accommodation areas.

**Contractual Status:**

This is a permanent part time position and requires a minimum of 20 hours per week. The hours of work required are from 9am to 1pm Monday to Friday each week.

**How to apply:**

The closing date for this position is Monday 25th November 2019 at 5pm. Please complete the application form and send along with a covering letter for the attention of Zoë Hall by the closing date, either via email: [jobs@pne.com](mailto:jobs@pne.com) or post to:

F.A.O Business Operations and HR Manager  
Preston North End FC  
Sir Tom Finney Way  
Deepdale  
Preston  
PR1 6RU

**Interview Dates:**

Interviews will take place shortly after the closing date.

The role is subject to two work references which must cover a period of five years' work history and a satisfactory Enhanced DBS check.

<b>JOB DESCRIPTION</b>		
<b>1.</b>	<b>Job Title</b>	Part Time Cleaner
	<b>Salary</b>	Hourly rate of pay
	<b>Hours of Work</b>	The standard working week will be a minimum of 20 hours between the hours of 9am to 1pm Monday to Friday. You are required to be flexible with regards to any additional hours required by the business but you will receive advance notification of these. You will also be expected to work bank holidays because of the nature of the business.
	<b>Location</b>	A property of Preston North End FC based at 168 Garstang Road, Fulwood, Preston, PR2 8JS.
	<b>Responsible To</b>	Responsible to the host parents of the house and ultimately the cleaning supervisor based at Preston North End FC.
	<b>Responsible For</b>	N/a
	<b>Contractual Status</b>	Permanent Contract, part time.
<b>2.</b>	<b>Overall purpose of the Job</b>	<p>To clean all areas of the accommodation to an exceptionally high standard.</p> <p>General purpose cleaning of all of the areas within your responsibility. Some areas may require the use of heavy machinery such as a floor machine and a buffer.</p> <p>A full uniform and training will be provided.</p>

3. <b>Duties and Responsibilities</b>	<ol style="list-style-type: none"> <li>1. To clean all areas of your responsibility to an extremely high standard. The role does require you to work on your own and part of your responsibility will be as a key holder.</li> <li>2. The role requires flexibility, self-motivation and organisation.</li> <li>3. To carry out cleaning within a set daily, weekly and monthly routine.</li> </ol>
4. <b>General</b>	<p>To, at all times, represent Preston North End Football Club in a professional manner regarding appearance, presentation, personal hygiene, attitude, conduct and professionalism.</p> <p>To be able to, with notice, work additional hours and flexible hours where the needs of the business requires.</p>

PERSON SPECIFICATION	DESCRIPTION
<b>ESSENTIAL CRITERIA</b>	
<b>1. KNOWLEDGE, EXPERIENCE AND SKILLS REQUIRED</b>	
	<ol style="list-style-type: none"> <li>1. To have previous experience of working as a cleaner in a professional environment.</li> <li>2. To have some experience in infection control.</li> </ol>

**This document is a guide only and should not be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of changing needs of the organisation. All employees may be required to undertake any other duties as may be reasonably required.**

**Safeguarding Statement**

**Preston North End FC are committed to safeguarding the welfare of children and young people and expects all staff and volunteers to endorse this commitment. You will be required to provide details of references for the previous five years working history.**

**General Information**

**The employee must at all times carry out their duties with due regard to the Preston North End policies and procedures.**

**The employee must ensure a positive commitment towards equality and diversity by treating others fairly and not committing any form of direct or indirect discrimination, victimisation or harassment of any description and to promote positive working relationships between all internal and external stakeholders.**

**Preston North End Football Club is an equal opportunities employer.**