



Union Baptist Church
The HUB • High Wycombe



Person Specification: Church Cleaner

Experience

- No specific experience from the workplace is necessary, but some experience of general cleaning tasks is required.

Knowledge/Qualifications

- No particular knowledge or qualifications are required. Some knowledge of the range of tasks together with the operation of associated tools and equipment is desirable.

Skills, Competencies and Personal Qualities

- Communication - able to understand and follow straightforward spoken and written instructions and communicate clearly and effectively with others.
- Able to keep basic work records such as time recording
- Reliability – able to get to work on time, respect policies and procedures, complete tasks and show commitment to the church
- Team working – able to work well with others, developing effective and supportive relationships
- Flexibility – able to adapt to changing demands and conditions and willing to adapt working patterns to ensure the smooth running of the team.
- Initiative – able to work unsupervised and take responsibility for designated tasks, showing good attention to detail
- Able to lift and carry items of moderate weight, as well as the strength and ability to use a range of cleaning tools and equipment

Union Baptist Church

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www.unionbaptist.org.uk

Tel: 01494 473889

Charity No 1130582

- Site users – able to maintain polite and good communication with all users of the site, whether known/unknown to you and work hard to meet customers' needs
- Integrity – demonstrate integrity and be able to uphold the ethos and values of the church