

Job Title:	On Train Cleaner
Location	Various
Responsible to:	Cleaning Supervisor/Depot Manager
Grade	RO
Safety Status:	Non - Safety Critical
Hours of Duty:	39 Hours Shift patterns Sunday shifts as agreed

Duties

- Working to the instruction of the Depot Manager.
- Carry out delegated cleaning duties in accordance with agreed procedures (the VCI sets these standards). (To include litter picking, remove graffiti, removing unauthorised stickers, cleaning and replenishing toilets, the cleaning of bio-hazards and safe removal and correct disposal of sharps.)
- Use of specialist cleaning chemicals and equipment.
- Take responsibility for Materials and equipment provided to carry out tasks required.
- Complete audit sheets as required.
- Disposal of rubbish removed from trains at the correct location in the appropriate manner.
- Taking of units at Outstations as required.
- Report non-conformances to Supervisor/Depot Manager.
- Remove full bin liners and re-line on train bins when found full or nearly full.
- Fit seat reservation labels/campaign/Promotional literature where required by local arrangements.
- Ensure compliance with processes and procedures in respect of the Environmental Management System to ISO14001 quality and safety systems.
- Ensure that all activities are carried out safely and in accordance with laid down procedures, and all accidents/incidents are reported immediately to the cleaning supervisor/Depot Manager.
- To interact with passengers and Train Crew and promote a professional approach to on train cleaning.
- Top up screen washer bottles as required.
- Required to wear the provided uniform and present a good image for the Company.
- Carry out cleaning duties at other locations.
- Clean mess room on a rotational basis.
- Clean toilet facilities on a rotational basis.
- Carry out periodic inspections of official walking route at Northampton River sidings; report all defects to Supervisor or Depot Manager.

- Carry out winter preparedness to official walking route at Northampton River sidings (as and when required). Report all defects to Supervisor and or Depot Manager.
- Carry out weekly review of material usage and liaise with Supervisor reference replenishing material used (to include winter preparedness material during winter period).
- Report any disruption immediately to Cleaning/Depot manager.

Experience, Knowledge, Qualifications and Training

- Knowledge of cleaning procedures.
- Use of special chemicals.
- Good communication skills both written and oral.
- Driving licence advantageous for use with company vehicles.
- COSHH awareness.
- PTS
- DP
- Attain and maintain competence to operate hand points.
- First Aid at Work (Voluntary)
- Knowledge of cleaning performance regime.
- Attain Bio hazard/Sharps certification.
- Emergency train evacuation.
- HOT protocol.
- Attain customer awareness certification.
- Attain safety awareness certification

Name of job holder: _____

Signature of job holder: _____

Date job holder signed: _____

Signature of job holder's immediate line manager: _____