The University Of Edinburgh

Job Description: Outdoors Cleaner

1. Job Details
   
   **Job title:** Outdoors Cleaner C/E&B/076
   
   **School/Support Department:** Estates & Buildings / Support Services Division
   
   **Unit (if applicable):** Energy & Sustainability Office
   
   **Line manager:** Outdoors Cleaner Supervisor

2. Job Purpose
   
   To maintain an acceptable standard of cleanliness of the exterior of all Central Area University premises – especially Buccleuch Place, George Square, George Square Gardens, Bristo Square, Potterrow, Old Medical School and Old College and University car parks. To move waste and recycling to designated central locations on appropriate days.

3. Main Responsibilities

<table>
<thead>
<tr>
<th>Approx. % of time</th>
</tr>
</thead>
<tbody>
<tr>
<td>variable</td>
</tr>
</tbody>
</table>

   1. Sweeping, washing down and clearing of litter and other waste from University owned and maintained car parks, waste storage areas and areas between and around University buildings. 45%
   
   2. Moving waste, segregated paper, cardboard, fridges/freezers, other recyclable wastes and associated containers to designated waste storage locations. 25%
   
   3. Driving duties using University vehicles including van and / or road sweeper (where specified). 10%
   
   4. Operating cardboard baling, compactor, bin press and other designated machinery to ensure that items of waste and recycling are bulked up and waste storage areas kept tidy and safe at all times. 5%
   
   5. Clearing of snow and salting of footpaths between University buildings and car parks in the Central Area. 5%
   
   6. Assisting Cleaning Services (Central Area) in cleaning of specific indoors areas when required. 5%
   
   7. Any other appropriate tasks as specified by supervisor, Waste Reduction Officer or Waste & Environment Manager. 5%

4. Planning and Organising
   
   Plan day according to tasks allocated when required.

5. Decision Making
   
   - Deciding daily on the level of attention required to the various outside areas according to the quantity and/or type of litter.
   - Deciding on the sequence areas should be cleaned in according to the traffic flow of University staff and students.

6. Problem Solving
   
   Not applicable.

7. Key Contacts/Relationships
   
   Liaise with University staff / students to ensure customer care.

8. Knowledge, Skills and Experience Needed for the Job
   
   - Experience of Outside Cleaning tasks
   - Physically fit with sound eyesight and hearing
   - Ability to communicate well with University staff and students and associated institutions
   - Ability to work both alone and as part of a team
   - Knowledge of Health and Safety in a cleaning environment
• Awareness of identified machinery / tools and their correct usage
• Body spillage cleaning
• Manual handling training
• Current, Clean, Full Driving Licence (where required).

9. Dimensions
   Customers are all staff and students within the Central Area but particularly Support Services and Works Division staff.

10. Job Context and any other relevant information
    None applicable.