



HSS REGISTERED

Cleaner

**WA Health – United Voice - Hospital Support Workers Industrial Agreement:
 HSW Level 1/2**

Position Number: 007144

Cleaning / Patient Support Services

Rockingham General Hospital / Rockingham Peel Group

Reporting Relationships

Support Services Manager
 HSO G-8
 111689



Coordinator Patient Support Services
 HSO Level G-5
 007006



This Position



Directly reporting to this position:

Title	Classification	FTE
• Title	Award; Level	FTE
• Title	Award; Level	FTE

Also reporting to this supervisor:
 Patient Care Assistant



Key Responsibilities

Maintain a high standard of hygiene and cleanliness throughout hospital's areas as directed by the Coordinator Patient Support Services or their delegate.

Brief Summary of Duties (in order of importance)

1. Cleaner

1. Static and wet mop all floors.
2. Vacuum where and when necessary
3. Damp dusting (for example high and low; benches, window sills, furniture).
4. Check and organise rubbish and linen removal.
5. Clean toilets and bathrooms (for example hand basin, sinks).
6. Clean glass as required.
7. Clean walls as required.
8. Clean all spillages as required. (NB: for spillages of body fluids such as vomit, nursing staff will clear the bulk of the spillage and the cleaner's task will involve cleaning the area after this).
9. Buff floors as required and Shampoo carpets as required.
10. Be responsible for maintaining a clean and tidy cleaner's cupboard.
11. Any other cleaning duty as requested.

2. SMHS Governance, Safety and Quality Requirements

1. Participates in the maintenance of a safe work environment.
2. Participates in an annual performance development review.
3. Supports the delivery of safe patient care and the consumers' experience including participation in continuous quality improvement activities in accordance with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
4. Completes mandatory training (including safety and quality training) as relevant to role.
5. Performs duties in accordance with Government, WA Health, South Metropolitan Health Service and Departmental / Program specific policies and procedures.
6. Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

3. Undertakes other duties as directed.

Work Related Requirements

Essential Selection Criteria

1. Good knowledge of hygiene standards and universal precautions
2. Good written and verbal communications skills
3. Ability to work unsupervised
4. Understanding and ability to maintain confidentiality

Desirable Selection Criteria

1. Previous cleaning experience
2. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.

Appointment Prerequisites

Appointment is subject to:

- Completion of 100 Point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Manager / Supervisor Name	Signature or	HE Number	Date
Dept. / Division Head Name	Signature or	HE Number	Date

As Occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

Occupant Name	Signature or	HE Number	Date
Effective Date			

HSS Registration Details (to be completed by HSS)

Created on	Last Updated on 26/04/17 He131744
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