



Job description			
Job title	Multi Skilled Operative		
Grade	C		
Directorate	Place		
Service/team	Housing & Property - Town Centres Management		
Accountable to	Market Manager		
Responsible for	None		
JE Reference	A4982	Date Reviewed	01/04/26

Purpose of the Job

To provide cleaning and maintenance provision across Kirkby Market as required. To work as part of a team, to provide an effective Facilities Management service to ensure that the service output specifications and standards of performance are achieved

There is a requirement that the post holder will be flexible in order to ensure that resources can be focused in areas of highest priority to support the needs of the Market.

Duties and Responsibilities

This is not a comprehensive list of all the tasks, which may be required of the post holder. It is illustrative of the general nature and level of responsibility of the work to be undertaken.

1. To provide effective cleaning support, ensuring that all establishments are kept in a clean and hygienic condition including:
 - i) Use of mechanical sweeper/ scrubber dryer.
 - ii) Cleaning of toilets and sluice room
 - iii) Damp Wiping
 - iv) Mopping
 - v) Emptying waste bins
2. To complete some maintenance work across the Market including, but not limited to repairing skirting boards & fascias, degrading sealant replacement, replace non-functioning awning hook eyelets, painting out of units as required, painting of woodwork and metal work, minor



plumbing, construction of basic partitions. Any other basic maintenance requirements.

3. To inform the relevant supervisor immediately of defects in equipment or of premises not meeting Health and Safety Standards.
4. Ensure work is completed in specified timescales
5. To take all necessary action to ensure that the output specifications are achieved and standards of performance are maintained.
6. Establish and maintain effective communications with all contacts
7. To contribute towards developing and maintaining positive, constructive and effective working relationships through attending team meetings and group discussions to improve communication
8. Positively promote the image of the organisation
9. To promote a welcoming and friendly environment for service users.
10. To participate in the staff review and development (Performance Review and Development) process.
11. Co-operate with other team members and colleagues in order to develop and maintain effective working relationships.
- 12.

As part of your role with the Council, you share a collective responsibility to support and champion children and young people who are cared for by the Council and young people who are care experienced. Children and young people tell us that including this in all job descriptions “is good” because they want all Council employees to understand how important it is to “treat children in care and care experienced young people as they would their own”. We ask that you do this with the same commitment, care and ambition that any parent would, regardless of your job role or service area. Children and young people tell us that they want all Council employees to be “genuine”, helping to create a supportive environment, remaining alert to any worries and concerns, and ensuring that safeguarding is promoted and responded to appropriately.

Knowsley Better Together – Staff Qualities



Health and Safety

- To use equipment as instructed and trained.
- To inform management of any health and safety issues which could place individuals at risk.
- To use equipment as instructed and trained
- To work at all time in a manner that will ensure their own personal safety and that of others, including reporting of identified hazards.
- To wear at all times any Protective Clothing provided.
- To undertake all training courses relevant to the position e.g. Manual Handling, Ladder Safety etc
- Ensure compliance with corporate policies and procedures including but not limited to Equal Opportunities.

Data Protection and Information Security

- Implement and act in accordance with the Information Security Acceptable Use Policy, Data Protection Policy and GDPR.
- Protect the Council's information assets from unauthorised access, disclosure, modification, destruction or interference.
- Report actual or potential security incidents.