**Job Reference: [will be entered]**

**Job Title: Janitor**

**Location: [enter here]**

**Pay Rate: [enter here]**

**Hours per week: [enter here]**

**Business Overview**

OCS Group UK & Ireland are a leading facilities management company providing a range of both standalone and integrated services including cleaning, catering, security, technical services, energy management and compliance, front of house, landscaping, logistics, waste management and pest control services. The company has a turnover of £1.5bn and operates across the UK and Ireland with 50,000 colleagues delivering innovative award-winning services to the private and public sectors and supporting the local communities in which it operates.

**Job Overview**

We are currently recruiting for a **Janitor** to join our passionate and driven team based at our client’s site in [Location] who is looking for a long-term career with progression available and exposure to an environment where we provide leading facilities services. Please note due to the sensitive nature of this site and confidential location the role requires the following checks to be completed and approved to be offered the role, which we will support you in completing accurately and as efficiently as possible:

**Vetting Checks Required for role**

**Accreditation check (AC), Counter Terrorist Check (CTC), Enhanced security check (eSC), Developed vetting (DV) and EDV. Covering:**

* identity
* employment history (past 3 years)
* national and immigration (right to work) status
* successful completion of the Baseline Personnel Security Standard
* completion, by the individual, of a Security Questionnaire, Financial Questionnaire and Internet Questionnaire
* a departmental/company records check which will include, for example personal files, staff reports, sick leave returns and security records
* a check of both spent and unspent criminal records
* a check of credit and financial history with a credit reference agency
* check of Security Service (MI5) records
* a detailed interview conducted by a trained Investigating Officer
* checks may extend to third parties included on the security questionnaire
* the full review of personal finances will include an assessment of an individual’s assets, liabilities, income and expenditure both on an individual basis and taking into account the joint position with a spouse or partner.

Key Responsibilities:

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* Tidying up work areas, cleaning floors and communal areas.
* Vacuuming, sweeping, mopping, emptying bins and other tasks as required.
* You may come into regular contact with customers so you must be able to assist them if needed.
* You must complete all relevant Health & Safety records and attend training courses when needed.

**About You:**

* ***Applicants must have the right to work in the UK***
* You must be customer-driven, with the ability to work well in a team.
* Communication skills are key, in order to ensure successful service delivery
* Technology skills are beneficial as the role requires the use of mobile telephone and apps

**How to apply**

If you are interested to join a business that will offer you professional development, career progression and the chance to work with inspirational people then please click apply!

Alternatively, if you know someone whom you feel would be a good fit for this vacancy, click the link below to refer them and you could win up to £500! (T&Cs apply)

<https://app.smartsheet.com/b/form/f3343c912a8643b69cfdc89dc2bbba8f>