

Post Title:	Location Base:	Reporting To:
Cleaner	BH Live Active, The Quays Southampton	Duty Manager
About BH Live		
Champions of community engagement, health and wellness across Dorset, Hampshire, and London. BH Live, a registered charity and social enterprise, is a leading operator of sports and leisure centres, theatres, and event venues. Driven by a mission to improve communities BH Live is dedicated to providing inclusive cultural experiences and promoting physical activity for all. bhlive.org.uk		
Summary of role		
To maintain the high levels of cleanliness of the centre in accordance with the schedule of works, and health and safety policies and procedures.		
Key responsibilities		
• To undertake cleaning as per the cleaning schedule provided to include daily, weekly and periodic across all areas of the centre. • To complete and sign task sheets as required. • To ensure all cleaning materials and equipment are used and stored in line with health and safety, and COSHH guidelines. • Wear appropriate PPE at all times. • Ensure cleaning equipment or materials do not obstruct any fire exit or become a health and safety hazard to staff or the public. • Ensure relevant signage is used to inform the public that cleaning is being undertaken. • Adhere to the relevant security procedures for the building. • Adhere at all times with the health and safety requirements considered necessary whilst carrying out the duties of the post. • To ensure that all soap dispensers, toilet roll holders and paper towel dispensers are kept adequately stocked at all times. • To empty litterbins as and when appropriate and ensuring these are correctly placed in the refuse store. • To attend training as and when required. • To have an understanding of BH Live's core values and behaviours and adhere to them. • Day to Day Contact: Duty managers, centre staff and customers. • Able to work unsocial hours including early mornings, evenings, weekends and Bank Holidays		

Skills and experience	
Details	Criteria
Practical experience dealing with customers on the front line	Essential
Knowledge of cleaning procedures	Essential
An understanding of Health and Safety requirements	Desirable
Good Communication Skills	Essential
Able to carry out cleaning to a high standard	Essential
Able to understand training given associated with the day-to-day tasks, and health and safety policies and procedures	Essential
Able to follow daily and weekly task schedules	Desirable
Be able to work as part of a team	Essential
Ability to work under pressure and to timescales	Essential
Proactive and flexible to cleaning requirements	Essential
Able to work unsociable hours, including early mornings, evenings, weekends and Bank Holidays.	Essential
Self-motivation	Essential
Previous Work in a similar environment	Desirable

Roles and responsibilities will evolve and change over time.

Owner: HR

Date updated/date effective from: 5.11.2025