



HIGH LIFE HIGHLAND
JOB DESCRIPTION

JOB TITLE:	Relief Cleaner
SALARY:	£14.12 per hour
HOURS:	Shifts will include some early morning and/or evenings, weekends and bank holidays.
LOCATION:	Northern Meeting Park
HOME WORKING:	This post is not suitable for home working
RESPONSIBLE TO:	Assistant Manager
JOB PURPOSE:	To be responsible for the cleanliness of the Northern Meeting Park Pavilion and Grandstand (including Public Conveniences). Working positively and collaboratively with the wider Inverness Leisure team and High Life Highland. Support the delivery of an excellent visitor experience.

KEY DUTIES AND RESPONSIBILITIES INCLUDE:

- Actively promote a positive and collaborative workplace culture that supports the Charity's purpose of Making Life Better and i-care values to increase morale, productivity and performance.
- Deliver the highest possible standard of customer service.
- Ensure that the level of cleanliness and hygiene within the facility meets the high standards expected by High Life Highland.
- Ensure the safe use of materials, chemicals and equipment.
- Ensure that all equipment is maintained in good working order and always operated safely.
- Ensuring any damaged equipment or building fabric is reported to the Assistant Manager in a timely manner.
- Attend and undertake any mandatory training, either online or in person.
- Monitor stock and ensure orders for new supplies reaches the relevant person in a timely manner.
- Aim to reduce wastage and uphold our environmental values of being as sustainable as possible in all tasks.
- Assist and support other areas of High Life Highland with particular projects, training or in the event of holidays or sickness.
- Keyholding responsibilities and the ability to operate alarm systems.


- Work on a rota basis, including some evenings, weekends and bank holidays.
- Undertake all tasks in accordance with High Life Highland policies and procedures, including health and safety procedures, relevant checks, reporting any concerns to management to ensure corrective action is taken.

Other Duties:

You may be required to perform duties, appropriate to the post, other than those given in the job specification. The particular duties and responsibilities attached to posts may also be varied without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and would not themselves justify reconsideration of the grading. As a result of such variations it will be necessary to update this job specification from time to time.

March 2026

High Life Highland (HLH) is committed to the protection and safeguarding of vulnerable groups, including children and protected adults and believes that they should never experience any kind of abuse. It has a responsibility to promote the welfare of those in vulnerable groups and to keep them safe and to practice in a way that protects them. HLH expects all those with whom the Charity engages to share this position. Where applicable, new positions will be subject to the appropriate level of Disclosure Scotland checking; identity checks (address, date of birth), employment/experience history, two references (one of which must be most recent employer, where appropriate), qualifications, Right to Work in the UK (where applicable). The above will apply to anyone working on behalf of HLH (paid or unpaid) including all board directors, staff, workers, volunteers, agency staff and students.

	HIGH LIFE HIGHLAND PERSON SPECIFICATION
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JOB TITLE: Relief Cleaner

LOCATION: Northern Meeting Park

ESSENTIAL ATTRIBUTES: In order to be able to carry out the duties of this post effectively and safely, candidates will be able to provide evidence of the following:-

EXPERIENCE

- Working in a customer orientated environment
- Cleaning experience

EDUCATION AND QUALIFICATIONS

- No formal qualifications are required for this post

SKILLS/ATTRIBUTES GENERAL

- Must be able to work under pressure
- Can work effectively as part of a team or on own initiative
- Able to follow instructions
- Punctual & reliable

SKILLS/ABILITIES SPECIFIC TO THE POST

- Hard working
- Attention to detail

INTERPERSONAL AND SOCIAL SKILLS

- Good communication skills
- Positive attitude
- Good customer care when in contact with visitors