

Job title	Industrial Cleaning Operative	Date February 2026
Reports to (title)	Site Operations Manager	
Contract/Department	JTI FM 3227	Revision 3
Location	JTI Crewe	

Job purpose

Describe the overall purpose of the job in two or three sentences.

This role is key to supporting the clients warehouse excellence initiative, and maintaining a safe, clean, and efficient working environment within the client's warehousing facility. This is a customer facing role in an often-fast paced environment. Successful applicant must be proactive with a can-do attitude and able to converse appropriately and directly with the client.

Duties/responsibilities/accountabilities/deliverables

List the main aspects of the job, with an emphasis on duties and responsibilities for junior roles, and accountabilities and deliverables for more senior roles.

Cleaning Specification Warehouse

- Responsible for general warehouse and silo areas and ensuring cleaning standards are upheld through the area by working to a prescribed cleaning schedule agreed with the client.
- Work to a daily, weekly, monthly and yearly cleaning schedule and liaise with relevant personnel but also providing reactive cleaning / tidying where required.
- Ensuring KPI's are met and ensure reporting is provided in line with the client's quality management systems.
- Carry out detailed cleaning of the site's automated conveyor sections and dispatch lanes during planned shutdowns, in line with the prescribed cleaning schedule. This includes the removal of debris and ensuring all equipment is left clean and dust-free.
- Perform scheduled cleaning of the site's pallet silo during planned shutdowns, ensuring all floor surfaces and general areas are thoroughly cleaned and left dust-free, in accordance with the prescribed cleaning schedule.
- Manage waste bins throughout the warehouse on a daily basis, with particular attention during the client's high-volume periods. Operate the waste baler and other associated equipment as required to ensure effective waste handling and housekeeping, use of forklift may be required
- Cleaning and maintaining warehouse floors, equipment, and workspaces using traditional manual techniques and machinery.
- Removing dust, debris, and waste materials from an isolated automated environment and conveyor sections.
- Ensure all cleaning equipment and machinery are stored properly after use to promote high standards and longevity of machinery.
- Perform regular maintenance, repairs and upkeep of assets under the cleaning regime as and where applicable.
- Inspect and troubleshoot malfunctions of cleaning assets as and when they occur
- Maintaining cleaning stock levels ensuring replenishment as and when required.

Cleaning Specification generalised areas

- Restock washroom consumables, such as refilling soap dispensers, paper towels, and toilet paper in bathrooms.
- Sweep and Mop Floors, maintain clean floors to prevent slips and falls
- Conduct deep cleans on a regular frequency in generalised areas
- Maintaining cleaning stock levels ensuring replenishment as and when
- Maintaining cleaning stock levels ensuring replenishment as and when required.
- To carry out other duties as may be reasonably requested from time to time by site management or the client

Waste Specification

- Identifying and managing waste recycling streams in line with the Simpler Recycling Regulation.
- Managing waste disposal and recycling processes, including safe use of the compactor and bailer (post appropriate training) including, regular disposal of waste and recycling to maintain cleanliness.
- Ensuring the proper use and maintenance of cleaning chemicals and equipment in line with COSHH regulations.

Health and Safety Specification

- Capable of working in enclosed or restrictive work environments
- Capable of working effectively alone or collaboratively as part of team.
- Actively participate in promoting safe working practices, EMCOR UK's safety behaviours and values.
- Develop collaborative and trusted working relationships with the operations team and client representatives to deliver an effective service.
- Experienced in working in environments with plant and vehicle movements demonstrating adherence to site, company, client and regulatory safety rules procedures at all times.
- Experienced in working within a permit to work system.
- Ensure that specified elements of the warehouse are cleaned to a high standard whilst adhering to HSEQ policies and maintaining a hygienic work environment within specified timeframes.
- Report all accidents/incidents and near misses.
- Ensure that all relevant paperwork is completed satisfactorily and to the expected standard.
- Attend all relevant training and safety briefs.
- Follow EMCOR's code of conduct, adhere to company, client and regulatory safety rules and support other team members.
- Visually inspect pallets and shelves prior to commencing work within the silo and warehouse, from a safety and stability perspective to proactively prevent accidents.
- Clean spills and debris, address any visible spills or debris immediately to maintain safety.
- Maintain good housekeeping, undertaking duties in a safe, tidy and responsible manner.
- Maintain a high standard of discipline.
- Conduct collaborative audits and inspections of areas defined as warehouse including Silo and generalised areas.

Resource responsibilities

Indicate the typical number of direct reports, financial responsibility, control over subcontractors and any responsibility for assets, systems or outsourced services.

Person specification

Describe the knowledge, skills, qualifications, personality and experience required for the job.

Job Description

- Previous experience in an industrial environment is advantageous but not essential.
- Ability to work in a physically demanding role.
- A clear communicator who can work in a collaborative working environment
- Attention to detail and ability to work independently and with autonomy
- Good understanding of health & safety regulations, LOTO (Lockout-Tagout System) including lone working procedures.
- Willingness to undertake development training provided by EMCOR UK.
- Undertaken relevant Health & Safety training
- Must be able to work under own initiative and keen to develop within the role
- Forklift Operator Licence (OTJ Training)

Other factors relevant to the job

Enter any additional information which the job holder would need to know, for example: requirement for UK-wide travel, shift patterns, night working, call outs etc.

Line Manager Signature	
Print Name	
Date	

Job Holder Signature	
Print Name	
Date	

<i>FOR HR USE ONLY:</i>					
<i>Job Grade</i>		<i>EMCOR Competency Level</i>		<i>Training Profile UTC</i>	