

Manager of Cleaning Division

To manage an integrated cleaning service that works closely with the Projects Commercial Lead to enable the business to achieve optimal financial outcomes through the transparent, efficient and accurate creation and execution of cleaning projects with our customers and vendors alike.

The cleaning service that this person will be primarily responsible, will execute cleaning contracts in line with the company's project strategies to ensure optimum use of in-house talent and resources. To this end the leader of this team will need to have an extensive understanding of the specialist cleaning sector with knowledge of methods deployed for the cleaning of systems and processes utilised in the manufacturing sector including but not restricted to high pressure jetting, electrostatic cleaning, steam cleaning, soda blasting, and other applicable blast and hand cleaning technology.

Previous experience in the following industries

- Factories
- Food Production Facilities
- Commercial Kitchens
- Industrial Cleaning
- Schools
- Office Cleaning
- Hazardous Waste
- Shopping Centres
- Hospitals

Core Competencies Required (Knowledge & Experience)

The core critical competencies for this leadership role are as follows:

- Have a proven track record of delivering cleaning contracts to budget and deadlines, whilst meeting customer and company expectations on safety, health, quality, and environmental protection.
- Proven ability to work within a team environment as well as across business functions for an effective interface ensuring key business outcomes are achieved.
- Ability to link and understand how role of position and team links to the company's overarching goals and objectives.
- Demonstrated capability to engage sub-contractors and vendors.
- Proven ability to meet client's drivers and sourcing requirements whilst ensuring business delivery is not compromised.
- Have a good understanding of contracting policies, procedures and processes and how they are practically applied in a business environment, particularly within the process, power and construction sectors.

Duties include but are not limited to:

- Working closely with the Projects Commercial Lead and Business Unit Directors to ensure that all cleaning projects are delivering in on the commercial requirements of the business and meet the service delivery requirements outlined by its clients.
- Working closely with the Projects Commercial Lead, to develop contracting strategies that enables the cleaning division to increase local content, ensure delivery to our clients and build the business capability to grow its service nationally.
- Provide the business with the primary focal point for the cleaning division as to inform the Projects Commercial Lead and Directors with potential risks and precedents. Ensure that best practice, new developments, ideas and changing market conditions are accurately reflected in cleaning division's contracting strategies, tenders and contracts.
- Co-ordinate and maintain disciplined progress reporting on Work-in-Progress (WIP) to the Projects Commercial Lead.
- Ensure subcontractor management practices are implemented and continuously reviewed with the aim to improve business outcomes.
- Encourage and contribute to the development of entrepreneurial commercial models that meet margin improvement objectives.
- Support the Projects Commercial Lead in the provision, monitoring and reporting of commercial KPI's (lagging) and KSF (leading) indicators for the business.
- Alert the business where support for additional projects on top of the regular maintenance and engineering services, can be made available.
- Lead their team in promoting a focus on HEQS.
- Contribute to the successful delivery of Business KPI's set annually.
- Create and maintain a focused, professional work environment that displays a high work ethic and sense of urgency.

Risk, Health, Safety, Quality & Environment

- Comply with Risk Management, Quality Assurance and Health, Safety and Environment management systems, including statutory obligations.
- Initiate actions to prevent the occurrence of non-conformities in processes or systems.
- Identify, initiate, recommend and assist in the issue resolution process.
- Verify and confirm the effective implementation of said solutions.
- Promote a positive HSE culture in the workplace.

Acknowledgement:

I have read and understand the requirements of the role, responsibilities and accountabilities as outlined within this Position Description.