

**Title: HOUSEKEEPER (Cleaner)**

**RPA 733439**

Series, Grade, Vacancy Number: C-3566-02 423 FSS VA16-RPA 733439  
Location: RAF Alconbury  
Wage: £7.42 (25 & older ) £7.16 (Under 25)  
Hours: 22.5 hours per week  
Duration: Permanent  
Date Posted: 23 November 2016  
Closing Date: 22 December 2016

**Description:** The primary purpose of the position is to perform the full range of housekeeping duties in an assigned area consisting of rooms, corridors, restrooms, etc. Must be able to clean and make adjustments to power cleaning equipment. Cleans kitchens and utensils, cleans all electrical equipment. Makes and changes beds daily. Remove bags of recyclable items. May be required to clean central latrines and laundry rooms when staff shortages occur. Picks up litter around buildings and performs seasonal task as required such as raking leaves and applying ice control materials to building entrances. Performs other duties as assigned. Usually works indoors and occasionally outdoors.

**Please provide detailed work experience as it relates to the required competencies listed below, as this will be used to determine your qualification for this position.**

1. Knowledge of operating and making adjustments to power cleaning equipment.
2. Knowledge of the proper uses of a variety of special cleaning and sanitizing solutions
3. Knowledge of how to remove different kinds of stains from a wide variety of surfaces.
4. Ability to clean to a satisfactory standard.
5. Ability to complete daily housekeeping checklists and reports.

**OTHER SIGNIFICANT FACTORS:**

1. Will be required to work an 'as rostered' schedule to include days, 2 weekends per month /or public holidays. Hours of duty will be 0800-1600.
2. Will be required to have a pre-employment physical.
3. Physical effort is moderate occasionally lifting 30 pounds or more, pushing and moving furniture.
4. Usually works indoors and occasionally outdoors.
5. Care must be taken and safety equipment used when in contact with strong cleaning agents, rubber gloves will be provided.
6. Incumbent will wear prescribed clothing provided at all times while on duty.

**WHO CAN APPLY:** Citizens of the UK, Nationals of European Community (EC) Countries, and Commonwealth Citizens, other Foreign Nationals, and Stateless persons provided no restrictions have been imposed as a condition of continued residency in the UK. Proof of identification in the form of a photo ID will be required, for example a Driving license or current passport. All successful applicants will require a security clearance. Please note Pre-appointment Security Clearance requirements may delay start date.

**HOW TO APPLY:** Interested candidates **must** complete a RAF Mildenhall, LNDH Employment Application obtainable from the Civilian Personnel Webpage: [www.mildenhall.af.mil/info/100th-force-support-squadron/civilian-personnel](http://www.mildenhall.af.mil/info/100th-force-support-squadron/civilian-personnel) and following the instructions on the webpage, Current vacancies for non-US. **Applicants will need to submit necessary documents with the application form to demonstrate that they are eligible to work in the United Kingdom. Incomplete application packages will not be considered.** All applications, with relevant attachments and/or CV/Resume can be submitted via email to the email listed on the last page of the application form or mailed to 100 FSS/FSMC (LNDH), Unit 4702, RAF Mildenhall, Suffolk IP28 8NF.

**Please ensure to include the Title, Series, Grade, Location, and Vacancy Number on the top of the application and in the subject line of any email correspondence.**

Benefits include paid annual and sick leave and opportunity to join Group Stakeholder Pension Scheme. For additional information, contact the LNDH team on 01638 544955

**EQUAL OPPORTUNITY EMPLOYER:** There will be no discrimination in employment practices based on gender, age, marital status, disability, race, nationality, religion or beliefs, sexual orientation, being or not being a member of a trade union.