



VACANCY ANNOUNCEMENT NUMBER:		100 FSS VA19 RPA 495489N MIL			
OPENING DATE:	Continuous Vacancy		CLOSING DATE:	Open Until Filled	
POSITION TITLE:	<b><u>HOUSEKEEPER</u></b>		PAY:	£8.46 (25 years and older) £7.93 (24 years and under)	
PAY PLAN:	C-3566-02		CATEGORY	Full time 35 hours per week	
LOCATION/ACTIVITY:	RAF Mildenhall				
BENEFITS:	<b>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</b>				
DESCRIPTION:	<p>We are actively seeking an applicant to perform the full range of housekeeping duties in assigned areas consisting of guest rooms, corridors, pet friendly rooms, restrooms, etc. You will perform assigned duties which includes but not limited to dusting and polishing all furniture as required. Vacuum floors and/or shampoo carpets, clean windows and other living areas. Empty or wash baskets daily if required. Occasionally wash walls, paintwork and blinds as necessary. Sweep, dry mop, scrub, wax or polish floors in hallways and rooms. Clean, disinfect and deodorize lavatories, showers, bath tubs and related areas. Make beds daily; collect soiled linen and replace with clean linen. Replace towels, cloths and soap daily. Clean and polish all brass/chrome daily. Report to supervisors when materials or equipment is in need of repair or replacement. Report conditions requiring maintenance or attention as required.</p>				
GENERAL EXPERIENCE:	None, although prior cleaning experience would be beneficial				
OTHER SIGNIFICANT FACTS:	<ol style="list-style-type: none"> <li>1. Incumbent will wear prescribed clothing provided at all times while on duty.</li> <li>2. A high standard of personal cleanliness is required.</li> <li>3. Must be able to satisfactorily complete a pre-employment physical.</li> <li>4. Will be required to work in Pet Friendly facilities which will include exposure to pets and pet environments.</li> <li>5. Must be able to read and follow simple oral and written instructions and speak English</li> </ol>				
MEDICAL/SECURITY REQUIREMENTS:					
<input checked="" type="checkbox"/>	Security clearance	<input type="checkbox"/>	Immunizations	<input checked="" type="checkbox"/>	Pre-employment medical
<input type="checkbox"/>	FOOD HANDLERS		<input type="checkbox"/>	Defence Barring Service (DBS ) certificate	
HOURS OF DUTY:					
Will be required to work an 'as rostered' schedule to include DAYS, EVENINGS, and WEEKENDS and/or public holidays. Sat-Thurs. 0900-1630 Fri 0800-1530. Will be required to work every other weekend.					
HOW TO APPLY:					
<p>Interested candidates <b>must</b> complete an application form obtainable from the Civilian Personnel Webpage: <a href="http://www.mildenhall.af.mil/info/civilian-personnel/">www.mildenhall.af.mil/info/civilian-personnel/</a> All applications, with relevant attachments and/or CV/Resume must be submitted via email: <a href="mailto:100FSS.FSMC6@US.AF.MIL">100FSS.FSMC6@US.AF.MIL</a></p> <p><b><u>Applicants will need to submit necessary documents with the application form to demonstrate that they are eligible to work in the United Kingdom.</u></b></p> <p><b>This position may have certain restrictions to US citizens due to the SOFA agreement. For additional information contact the LNDH team on 01638 544955</b></p> <p>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.</p>					
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.				