



<b>INTERNAL JOB VACANCY</b>			
<b>Job Title</b>	Production Cleaner		
<b>Job Type</b>	Various Cleaning Duties throughout the site.		
<b>Hours of Work</b>	38.75 hours a week – 7am to 4pm Monday to Thursday with 30 mins unpaid lunch and 07.00am to 11.45am on Friday (Minor adjust to start and finish times may be possible)		
<b>Salary</b>	Dependant on experience		
<b>Reporting Direct To</b>	Packaging Manager or assigned Deputy	<b>Dept. Head</b>	Production Manager
<b>To Apply</b>	Interested parties should submit their covering letter and c.v. to HR Department at <a href="mailto:GRLHUMANResources@laneshealth.com">GRLHUMANResources@laneshealth.com</a>		
<b>Place of Work</b>	GR Lanes Health Products, Sisson Road, Gloucester, GL2 0GR		
<b>Closing Date for Application:</b> 26 <sup>th</sup> January 2024			
<b>POSITION OVERVIEW</b>			
To clean and remove all waste within all production areas and site following GMP Standards and working to Standard Operating Procedures at all times. Duties will vary on a day by day basis.			
<b>MAIN TASKS AND KEY RESPONSIBILITIES</b>			
<ul style="list-style-type: none"> <li>• Working in various areas of the site, predominantly Packaging, as directed by the Packaging Manager and or nominated deputy.</li> <li>• Adherence to SOP and GMP standards.</li> <li>• Complete log books to SOP/ GMP standard</li> <li>• Responsible for cleaning all production areas, corridors, toilets and general site.</li> <li>• Distribute clean laundry to relevant areas/ departments.</li> <li>• Collect and prepare the dirty laundry for washing by the external laundry company.</li> <li>• Help out where necessary in the canteen as directed by full time canteen staff.</li> <li>• Ensure Health &amp; Safety requirements are adhered to at all times.</li> <li>• Report all deficiencies, defects to the Packaging Manager.</li> <li>• Observe and abide by all company rules and procedures as laid down in the Employee Handbook including the Health &amp; Safety at Work Staff Hygiene Handbook.</li> <li>• Any other duties as is deemed necessary for which you have been trained or have suitable experience or can be trained.</li> </ul>			
<b>SKILLS / ABILITIES</b>			
<p><b>Competencies</b></p> <p>Basic knowledge of GMP and SOPs is an advantage, as would a keen eye for contamination.</p> <p><b>Personal</b></p> <p>Flexible approach to working; focused attitude, resilient and enthusiastic in all areas.</p> <ul style="list-style-type: none"> <li>○ Resilient and enthusiastic</li> <li>○ Able to work on own initiative</li> <li>○ Able to work as part of a team</li> </ul>			