

---

## **Job Description**

Job Description

### **Housekeeping Assistant**

**Based at Lynwood Village, Ascot**

***37.5 hours per week - shift 8am - 4pm / 11am - 7pm - 5 out of 7 days***

***15 hours per week 2 days a week***

**£9.00 per hour**

### **Benefits**

- 30 days holiday including bank holidays
- Contributory pension scheme – matched at 4%
- Referral scheme
- Free, smart uniform
- Onsite Café
- Free parking
- Life assurance
- Discount on certain car brands

### **The role**

We have an immediate opening for both full time and part time Housekeeping Assistants to work at our prestigious Retirement Village in Ascot.

Lynwood Village provides a unique setting with extensive leisure facilities such as pool, gym, bar, restaurant and café which all cater for the needs of our residents. We are currently seeking individuals to join our housekeeping team to help maintain the cleanliness in both residents' accommodation and communal areas across this extensive site. Previous cleaning experience is preferable although not essential as training will be provided for the right applicants.

### **Key responsibilities**

- To clean resident accommodation and all communal spaces, including bathrooms and toilets within designated Ben premises in line with the work schedule provided and to a high standard which meets the resident and colleague's requirements.
- To maintain supplies for the preparation of refreshments at venues used for internal and external functions.
- To communicate effectively and appropriately with residents, their relatives and visitors to Ben premises.
- To work within the required Care Quality Commission (CQC) standards and Ben policies and procedures at all times.

### **About you**

Previous experience of cleaning within a customer focused environment is important, however, it isn't essential. Your attitude is just as important as your experience, you take great pride in your work and perfectionism is your most well known trait. Finally and of equal importance you are conscientious and energetic while being sensitive, self-aware and considerate at the same time

### **About Lynwood Village**

Lynwood Village, in Sunninghill near Ascot, provides independent living for people aged 65 and over. Spacious homes, beautifully designed with the future in mind, sit within a friendly, sociable community with flexible, optional support on hand should it be required. With, superb onsite facilities and a choice of activities, events and excursions it's easy for Lynwood Village residents to keep busy and find company when they choose.

By working at Lynwood, you become part of a vibrant, friendly community with the opportunity to make a real difference to someone's day.

### **About Ben**

Ben is an independent charity and dedicated partner to the automotive industry, providing support for life for its people and their family dependents. Ben is focused on delivering care and support to enable total health & wellbeing through working and later life.

Ben provides free and confidential advice and support focused on the main areas of peoples' health and wellbeing: financial, physical, mental and social, supporting people at whatever stage of life. Everyone who works, or has worked, in the automotive industry can access Ben's support. Ben also operates continuing care and support for those in later life, which isn't dependent on an automotive industry connection, via its care centres as well as independent living for over 65s at its retirement village.