



# RECRUITMENT PACK

## Cleaner





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# ABOUT LIVE BORDERS

Live Borders is a forward-looking charitable trust at the heart of the Scottish Borders, delivering active, creative, heritage, life-long learning and community services that make a real difference to people's lives.

We exist to help communities thrive - physically, creatively and socially. Every day, our teams support people to be active, curious and connected, whether that's through sport and fitness, libraries and learning, arts and heritage, museums, events or community programmes.

Since our establishment in 2016, Live Borders has brought together sport, leisure, culture and learning services into one organisation with a shared purpose: to improve wellbeing, reduce inequality and strengthen communities across one of Scotland's most distinctive regions.



## **A PLACE-BASED ORGANISATION DELIVERING SOCIAL IMPACT**

The Scottish Borders is a unique place - rural, diverse and deeply connected to its communities. Live Borders reflects that. We deliver services across towns, villages and rural communities, reaching people of all ages and backgrounds.

Each year, we support more than a million visits to our sport and leisure facilities and hundreds of thousands of visits to our cultural venues and services. But our ambition goes beyond numbers. We want to ensure that what we offer is relevant, inclusive and responsive to the changing needs of the communities we serve.

We reinvest every penny we generate back into services and communities, ensuring public value and social impact sits at the heart of everything we do.

## **A TIME OF OPPORTUNITY AND CHANGE**

Live Borders is on an exciting journey. With new leadership and a clear focus on impact, we are strengthening how we engage with communities, partners and stakeholders, and how we tell our story.

This is a place for people who want to make a difference - who are motivated by purpose, but also excited by change, improvement and innovation.



## A MESSAGE FROM OUR CHIEF EXECUTIVE

Thank you for your interest in joining Live Borders.

Live Borders plays a vital role in the life of the Scottish Borders. Every day, our teams support people to be active, creative, curious and connected, through active living, creativity, culture and heritage, learning and community services. The impact of this work is felt across our communities, and it matters deeply.

We are a values-led organisation with a strong sense of purpose, and we are also one that is evolving, responding to the changing needs of our communities, the challenges facing the public and third sectors, and the opportunities ahead of us. This is a moment to be ambitious, thoughtful and bold about how we deliver our services and how we engage with the people we serve.

Everyone who works at Live Borders plays a part in our success. We are looking for people who care about people and place, who bring ideas, enthusiasm and commitment, and who want to do work that makes a positive difference. Whether your role is frontline, operational, specialist or strategic, you will be supported to contribute, grow and do your best work.

At Live Borders, we value openness, inclusion and teamwork. We believe that empowered people deliver the best services, and we are committed to creating an environment where our teams can grow, develop and do their best work.

If you are motivated by purpose, excited by change and keen to be part of an organisation rooted in community and impact, I encourage you to consider joining us.

I look forward to welcoming you to Live Borders.

Catriona McAllister  
Chief Executive  
Live Borders



# THE ROLE

**Hours:** 15 hours per week (Permanent)

Monday – Friday 5:00am to 8:00am

**Location:** Trifitness

**Salary:** Grade 1 £13.45 - £13.78 per hour

(£876.65 - £898.15 per annum)

## Job Purpose

To deliver high standards of cleanliness, hygiene and safety across Trifitness, ensuring all facilities are fully prepared for daily opening and meet the expectations of a flagship health and fitness venue.



# KEY RESPONSIBILITIES

## Cleaning & Hygiene Standards

- Clean and sanitise all areas including changing village, showers, toilets, reception area, gym floors and fitness equipment.
- Ensure all areas are safe, hygienic and ready for use prior to opening.
- Follow structured cleaning schedules and task lists (daily/weekly).
- Maintain high standards of infection prevention and control.

## Health, Safety & Compliance

- Comply with all relevant legislation and organisational procedures including COSHH.
- Use cleaning chemicals and equipment safely and correctly.
- Identify and report hazards, faults or maintenance issues promptly.
- Ensure safe storage of cleaning materials.



## **Facility Presentation**

- Maintain a clean, welcoming and professional environment at all times.
- Replenish consumables (soap, paper towels, toilet rolls).
- Take ownership of standards within assigned areas.
- Request replenishment of cleaning supplies to the Supervisor Team.

## **Team & Operational Support**

- Work independently as a lone worker, during early morning operations.
- Communicate effectively with Supervisors and wider team.
- Support additional cleaning requirements when required.

## **Working Conditions**

- Early morning working (5:00am start).
- Physically demanding role involving:
- Continuous movement and standing
- Lifting and manual handling
- Repetitive cleaning tasks



# KNOWLEDGE & EXPERIENCE

## Person Specification

Essential	Assessed	Desirable	Assessed
<p>Ability to work independently, reliably and punctually during early morning hours.</p> <p>Ability to undertake physically demanding work.</p> <p>Strong attention to detail.</p> <p>Ability to follow procedures and work independently.</p> <p>Basic awareness of workplace health and safety.</p>	App	<p>Previous cleaning experience, ideally in leisure or public environments.</p> <p>Knowledge of COSHH regulations.</p> <p>Experience working in gyms, leisure centres or similar facilities.</p> <p>Flexible approach to working hours when required.</p>	App

## EXPERIENCE

Essential	Assessed	Desirable	Assessed
<p>Ability to maintain high standards of cleanliness and hygiene.</p> <p>Reliable, punctual and able to work early mornings.</p> <p>Ability to undertake physically demanding work.</p> <p>Able to follow instructions and work independently.</p>	App	<p>Previous cleaning experience in a leisure, hospitality or public setting.</p> <p>Knowledge of cleaning chemicals and safe handling (COSHH).</p> <p>Experience working in a customer-facing environment.</p>	App



## Education

Essential	Assessed	Desirable	Assessed
No formal qualifications required. Ability to understand and follow written instructions and safety guidance.	App	COSHH awareness or training. Basic Health & Safety or Manual Handling training. Any relevant qualification in cleaning, facilities or hospitality.	App

### KEY

**App** – Application; **Int** – Interview; **Ref** – Reference; **Test** – Test

## OTHER DETAILS

- Undertake any other reasonable duties which may be requested by Live Borders
- Requirement to work out with normal hours (evenings/weekends): Occasional, by arrangement
- Full UK Driving Licence and access to vehicle essential.
- Live Borders offers a flexible working environment, with a hybrid approach.



# PACKAGES & BENEFITS

**Pension:** Starts with a 5% company contribution into an Aviva scheme, increased to 10% after 2 years service. After 5 years service, you can join the Local Government Pension Scheme (current company contribution is 17%)

**Holidays:** Starts at 30 days of annual leave plus 4 public holidays (for Christmas and New Year). Increases with service up to a maximum of 35 days after 6 years' service.

Free membership at our Gyms & Swimming Pools

Free entry to our Attractions (e.g. The Great Tapestry of Scotland, The Jim Clark Motorsport Museum)

Death in Service benefit of 3 times salary

**ASVA membership:** We are a corporate member which means staff can get free access to other member attractions, including Edinburgh Zoo and Historic Scotland sites.

**Cyclescheme:** Saves the employee tax and NI contributions on the purchase of a new bike and accessories

**Help@Hand:** Employee assistance programme which includes a variety of services including a 24 Hour advice and information line with support including -

- Counselling and legal information
- Financial Support
- Remote GPs: where employees can arrange a call back from a practising UK GP 24/7
- Savings and discounts - access savings and rewards across a variety of big brands



# NEXT STEPS

If you would like more information or an informal chat about the role, please contact Richard Angus [rangus@liveborders.org.uk](mailto:rangus@liveborders.org.uk)

If you would like to apply for this post, head to <https://liveborders.bamboohr.com/careers>

**Hours:** 15 hours per week (Permanent)

Monday – Friday 5:00am to 8:00am

**Location:** Trifitness

**Salary:** Grade 1 £13.45 - £13.78 per hour  
(£876.65 - £898.15 per annum)

**Closing Date:** Friday 17th April 2026 at 9am

The selection process can include different forms of assessment along with a formal interview. You will be advised of this if your application is successful.

If you have a disability and need assistance in completing your application form, please contact our people team [recruitment@liveborders.org.uk](mailto:recruitment@liveborders.org.uk) to discuss your needs.

We look forward to receiving your completed application.

