

## Assistant Contract Manager (Cleaning)

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Company: Nexgen Group

Location: Hemel Hempstead

Category: other-general

### About the job

Assistant Contract Manager (Cleaning)

We are seeking an experienced Supervisor / Assistant Contracts Manager to lead a team of Cleaning & Grounds operatives in the Bedfordshire area(s).

You will need prior experience in leading a Cleaning or Grounds Maintenance Team, along with good IT, Administration and Coordination skills.

You will need a Full UK Driving Licence, but Company Vehicle is provided.

### Main Responsibilities

Coach, lead, direct and motivate a small team of Operatives

Collaborate with leadership to deliver a flexible contract SLA and associated service specifications.

Conduct regular reviews of sites to ensure teams are delivering the service specifications.

Develop, build and strengthen client and resident relationships.

Ensure service teams are compliant with Health and Safety business practices.

Ensure service teams are compliant with Quality business practices.

Ensure all service teams receive an effective update each week

Ensure service schedules are reviewed for compliance

Ensure service teams are compliant with Environmental business practices. For example, correct disposal of waste

Develop measures to motivate all employees

Ensure we are exceeding and leading the way in truly exceptional customer service delivery

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