

# ACE Practical Portfolio

Academic and  
Employability Skills  
BSMW44001-  
LCHS4001\_LON

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# Cleaning Account Manager

## Overview

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This role is responsible for managing all aspects of operational delivery services for high profile clients.

Develop strong client relationships and implement innovative soft service solutions.

You would usually require to be a brand Ambassador for the company, strong leaderships skills are required by delivering first class services across accounts.



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# Cleaning Account Manager Responsibilities

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- This position will take ownership and management of account
- Ownership of developing a platform for a regional cleaning regime that provides a day-to-day resilience and platform growth.
- Prior experience on full mobilisation and TUPE.
- Preparing Management information including but not restricted to budget /KP's /SLA's
- Ensuring all onsite services comply with current Health and Safety Legislations inclusive of Risk Assessments and Safe Systems of work.





# Cleaning Account Manager

## Salary

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- Key aspects taken in consideration by companies are experience and individual skills.
  - Starting salaries are between £25000-£30000
  - Experience managers can earn an average of £50000



# Cleaning Account Manager Skills

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- IT Proficiency
- Strong Leadership skills
- Interpersonal and Teamwork Skills, with the ability to work with colleagues at all Levels, HR, Payroll ETC
- Stamina and motivation to balance the demands of Client and Company.
- Strong Mentoring skills.
- Strong Strategic and Presentation Skills.
- Excellent customer service skills





# Cleaning Account Manager

## Personal SWOT Analysis

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### Strengths

- Experience 5 Yrs. +
- Solid IT Skills
- Strong Interpersonal Skills
- Good Leadership skills

### Weaknesses

- Time Management (Cotrel,2019)
- Qualifications
- Financial Skills
- Networking

### Opportunities

- Role on demand
- Currently learning new skills
- Possible restructure in the future in current company

### Treats

- Competitive Market
- Unaware weaknesses
- Second assistant manager at current company.





# Cleaning Account Manager

## Personal Development Plan

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- Analysing personal SWOT, reinforce current skills and create healthier habits to eradicate weaknesses.
- Giving my best in my current course and learning new skills in order to apply this on my future role.
- Strategize future plans, curses, CV, cover letter, etc.
- Job search.



# Cleaning Account Manager

## References

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- <https://www.bridgerecruitment.co.uk/> (Bridge Recruitment)
  - <https://uk.indeed.com/?from=gnav-jobsearch--jasx> (Indeed)
  - Cottrell, S., 2019. *The Studies Skill Handbook*. 5 ed. London: Blumsbury Publishing PLC