

JOB ADVERT



CLEANING SUPERVISOR

Ref: 94162 Location: Coalville Employment: Full time

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Salary: £14.88 per hour

Hours: 38.5 hours per week

Shift Pattern: 4 on / 4 off Nightshift

Contract: Permanent

In your new role as Supervisor, you'll be working within a warehouse environment as part of our cleaning and waste team. You will supervise/operate specific equipment, cleaning practises and use of chemicals to the correct operational guidelines. Your duties will include carrying out daily and weekly checks of all machinery, reporting any faults to the Site Manager, ensuring that all Health & Safety is understood and adhered to, liaise with the Site Manager in shift operation, and help monitor the waste produced using the weekly checklists and monitoring procedures. All

cleaning and waste team. You will supervise/operate specific equipment, cleaning practises and use of chemicals to the correct operational guidelines. Your duties will include carrying out daily and weekly checks of all machinery, reporting any faults to the Site Manager, ensuring that all Health & Safety is understood and adhered to, liaise with the Site Manager in shift operation, and help monitor the waste produced using the weekly checklists and monitoring procedures. All equipment will need to be reviewed, verifying that they are kept clean and equipment and materials are left secured when not in use. You will need to undertake any cleaning and ad-hoc duties according to the needs of the business, deal with customer complaints, attend appropriate training sessions, and ensure awareness of the Company/Client statutory fire and safety regulations.

What you'll get in return:

- In return, we will offer you a wide range of excellent benefits including:
- Holiday entitlement
- Pension contributions
- Discounts to over 850 high street retailers
- Cycle to work scheme
- Access to Save as you earn scheme and share incentive plan
- A free virtual GP service
- Free hot and cold drinks

Plus, we love to recognise our colleagues for their hard work. We do this through our Mitie Stars programme and our Employee of the Month Scheme. We also involve colleagues throughout the year when we celebrate holidays and events

Qualifications:

In order to be successful in this role, you will need to have previous supervisor experience, good customer focus and service skills, the ability to prioritise workload effectively and good organisational skills. You should be able to work from your own initiative, have good awareness of Health and Safety legislation. Communicative English is essential, and you may be required to take an English language assessment. ***You will be required to complete the Basic Disclosure (DBS Check) and undertake a drug and alcohol screening test.***

Our market-leading flexible benefits scheme provides you with benefits that suit your lifestyle.

We have a virtual GP on hand for you and members of your household. So you can get expert advice by video or phone without having to leave your home. We offer financial wellbeing assistance through our Salary Finance scheme. For example, you could access 50% of your earned pay before payday for a small fee. Salary Finance also offers competitive loans.

When you join us, we'll give you a link to our flexible benefits platform, Choices. This gives you the chance to customise your benefits to best suit your lifestyle. You can choose from dental insurance, dining cards, coffee clubs, buying technology products at an affordable cost and much more!

Life cover is the greater of your equivalent annual salary or a minimum of £10,000 - giving peace of mind for your dependants. We also offer a save-as-you-earn scheme, and a Mitie Matching Share Plan (you could even be awarded free shares in Mitie).

We award our employees with Mitie Stars as recognition for their hard work. There are cash prizes up for grabs each month and at the end of the year there's a chance to scoop a top prize of £10,000!

Our success is a direct result of the experience and quality of our people. Progressing your career is therefore a top priority for us. We offer a diverse variety of training and development avenues via a wide selection of learning resources to suit you.

Since 1987, Mitie's 80,000 employees have been maintaining companies globally. We are the UK's leading facilities management and professional services company, and our clients range from household names in banking, critical government sites as well as hospitals and schools.

Join our Mitie Team.

Together our diversity makes us stronger.

Apply Now

CV

MARIANA NICULAE MIHAI

SUMMARY

Business student with hands-on warehouse experience in picking, packing, and maintaining cleanliness. Demonstrates motivation, reliability, and attention to detail, contributing to team success. Committed to efficiency, safety, and continuous improvement in all tasks. Diligent and proactive, with strong problem-solving abilities and keen eye for detail. Demonstrates excellent organisational skills and team leadership, ensuring clean and well-maintained clean and Ready to drive high standards and improve operational efficiency in supervisor role. Adaptable team player easily coordinating and implementing approved changes within manufacturing processes.

EXPERIENCES

Cleaning and Waste Operative, 05/2025 to current **1 year and 2 months**
Mitie - Coventry

- Ensured cleanliness standards met in warehouse areas, contributing to a safe working environment
- Assisted in maintaining health, safety, and hygiene compliance, promoting employee wellbeing
- Operated cleaning equipment according to guidelines, ensuring effective and safe use
- Covered the Supervisor role for 3 weeks, supporting daily operations, coordinating tasks, and ensuring compliance with health and safety procedures.
- Promoted a safe working environment by upholding cleanliness standards in warehouse areas.
- Assisted in ensuring health, safety, and hygiene compliance through regular inspections.
- Used cleaning equipment according to operational guidelines.

Picker and Packer, 10/2024 to 01/2025 **4 months**
P. Louise Cosmetics - Wellesbourne

- Worked efficiently in fast-paced daily operations with consistent pace and focus.
- Met daily productivity targets by prioritising workload and managing time carefully.
- Collaborated effectively as part of a team to meet approaching deadlines.

Picker and Packer, 10/2023 to 12/2023 **3 months**
Zara - Daventry

- Picked and packed customer orders accurately
- Prepared orders for dispatch
- Maintained a clean and safe work area

CONTACT

Address: 184 Lythalls Lane,
Coventry CV6 6FT
Phone: 0755709172, 0755709172
Email: mariana98niculae@gmail.co

SKILLS

- Health and safety awareness
- Cleaning inspections
- Waste management
- Quality control commitment
- Process Improvement
- Reliability and punctuality
- Ability to meet deadlines
- Team collaboration
- Leadership aptitude

EDUCATION

GCSE, 09/2018 to 04/2021

Serra de Miramar - Valls, Tarragona, Spain

GCSE equivalents years 7-9 (incomplete).

College, 09/2021 to 03/2022

Coventry College - Coventry

- English for Speakers on Other Languages (ESOL) Entry Level 1 - 3
- Functional Skills Maths Level 1

Higher Education, 09/2025 to 07/2026

University of Wales Trinity Saint David (UWTSD) - Birmingham

Currently pursuing, Certificate of Higher Education in Business Skills for the Workplace, Level 4

LANGUAGES

Romanian Native Speaker:

Spanish Native Speaker:

English B2:

HOBBIES AND INTERESTS

- reading
 - writing novels
 - music listener
-

COVER LETTER

Mariana Niculae – Mihai

Hiring Manager

Mitie

Coalville

Dear Hiring Manager,

I would like to submit my application for the advertised position of Cleaning Supervisor at Mitie. Please find enclosed my CV for your consideration.

Based on my CV, I have experience working in warehouse cleaning and waste management; and my experience in cleaning operations and knowledge of health and safety as well as team coordination is a good fit for this role.

Currently, I am working as a Cleaning and Waste Operative where I maintain high standards of cleanliness throughout warehouse areas, checking and complying with health, safety and hygiene procedures and using cleaning equipment within the company's procedures and guidelines. In my tenure here, I was given the opportunity to fill in for the Supervisor for three weeks, helping to operate the Supervisor's duties, which included coordinating activities and tasks, as well as ensuring the activities were conducted safely and efficiently. Overall, it reinforced my leadership skills and provided me with a deep understanding of team dynamics and how to ensure high standards for cleaning operations.

During my working career, I have gained effective organisational and communication skills which help me to prioritise work effectively and collaborate with colleagues to meet targets and deadlines. I have a broad range of experience in inspecting and cleaning, recognizing opportunities for improvement, reporting non-conformance, and implementing compliance to company procedures. I am very detailed oriented and make sure that the workplace is safe, this has helped ensure a high standard in the workplace

. My last job at P. Louise Cosmetics and Zara was a Picker and Packer position where I gained excellent time management skills, reliability and the ability to work effectively in a fast-paced environment whilst keeping accuracy and quality standards.

I am sure that I will be able to carry out the duties of the role of the Cleaning Supervisor at Mitie in a professional, dedicated and positive manner. I am especially interested in this opportunity as it will be a time to continue to grow my supervisory skills in a company that shares the same values of safety, service excellence and continuous improvement that I do.

Many thanks for your feedback on my application. I would be happy to talk about how I can bring my experience and skills to your team and help you to continue to make Mitie successful.

Yours faithfully,

Mariana Niculae Mihai