



Cleaner

Monday to Friday 3.30pm- 6pm

Term Time Only+ 1 week

(12.5 hours per week)

Pay range: £17,842.00- £18,562.00 Pro rota

(Actual salary: £5,476.00- £5,697.00)

Start date: 28th February 2022

Job Description

The School cleaner will work as part of a team to perform a variety of regular and one-off cleaning tasks and duties as directed by their supervisor/line manager to provide a high standard of hygiene and cleanliness throughout the School.

Main Responsibilities:

- Be responsible for ensuring the cleanliness of the school and for maintaining high and consistent standards
- Take initiative to perform cleaning and tidying tasks that are not specifically contained within the rota but require attention as part of maintaining overall high standards.
- Liaise with the Site Manager and other members of staff as required to ensure the cleaning operates smoothly
- Report cleaning supplies requirements and stock levels to the line manager.
- Ensure Health & Safety, quality and general procedure compliance
- Work as part of a team and support other members of the cleaning team to meet standards and school objectives.
- Report any Health and Safety issues to the Site Manager

Responsible to:

Site Manager

Person Specification

Knowledge:

- Some knowledge of Health & Safety Regulations as they relate to the operation of cleaning equipment and the dilution of cleaning materials.
- Knowledge of COSHH and the safe use of chemicals.
- Knowledge of cleaning best practises.

Experience:

- Experience of undertaking a range of cleaning duties
- Vacuuming
- Dusting

- Mopping
- Scrubbing
- Buffing
- Disposing of waste
- Replenishing consumables

Personal Attributes:

- Willingness to take personal responsibility for standard of work carried out.
- Willingness to participate in further training and development opportunities offered by the school, to further knowledge
- Willingness to maintain confidentiality on all school matters
- Will need to be able to manage some heavy lifting
- Work as part of a team

Skills:

- Ability to work effectively and supportively as a member of the school team
- Ability to work in an organised and methodical manner
- Ability to act on own initiative, dealing with any unexpected problems that arise
- Ability to demonstrate commitment to Equal Opportunities
- Being physically capable
- Communication, math and reading
- Customer service and sound judgement
- Efficiency and discretion
- Honesty and integrity
- Motivation and flexibility
- Respect and professionalism
- Time management and multitasking
- Understanding and following safety rules
- Understanding and carrying out set tasks
- Understanding of health and safety regulations