



Swavesey Primary School

Person Specification for the post of Cleaner

Job title: Cleaner

Reports to: Cleaner in Charge, Business Manager, Headteacher

	Essential	Desirable
1. Education, qualifications and training	Literacy (able to read health & safety information etc) Basic numeracy (stock control etc)	
2. Experience and knowledge	Knowledge of correct use of cleaning products and precautions to take	Cleaning experience
3. Skills and attributes	Ability to communicate clearly with Managers and colleagues Ability to follow instructions and routines Ability to bend/stretch to reach levels	Identifying potential improvements to working practices within the school site and contributing to changes in working practices Knowledge of the operation of cleaning equipment and completing cleaning tasks
4. Special requirements	Ability to work unsupervised and using own initiative to complete cleaning tasks Ability to keep information confidential Willing to participate in further training and updates	