



## Person Specification – Cleaning Supervisor

**Method of Assessment\* I - Interview, T - Task/Presentation, A - Application Form, E - Evidence**

<b>Education and Professional Qualifications</b>	<b>Essential/ Desirable</b>	<b>Method of Assessment</b>
Strong academic record, including English and Maths GCSE at Grade C or equivalent	E	A
Relevant cleaning qualification	D	A

<b>Experience and Skills</b>	<b>Essential/ Desirable</b>	<b>Method of Assessment</b>
Substantial experience of working in a cleaning role	E	A, I
Experience of working in a cleaning supervisory role	D	A, I
Literacy and numeracy skills for following instructions and measuring cleaning fluids	E	A, I
Experience of completing risk assessments including COSHH	D	A, I
Ability to manage time effectively	E	A, I
Good verbal communication skills	E	A, I E

<b>Knowledge</b>	<b>Essential/ Desirable</b>	<b>Method of Assessment</b>
Awareness of health and safety procedures	E	A, I

<b>Personal Attributes/Qualities</b>	<b>Essential/ Desirable</b>	<b>Method of Assessment</b>
A reasonable level of fitness	E	A, I, R
Ability to be flexible and supportive to colleagues	E	A, I, E
Ability to travel to other sites	D	A, I
Resilience, tact and diplomacy, even when under pressure	E	A, I, E
Punctual, reliable and trustworthy	E	A, I
Be personable and set a good example to colleagues and pupils	E	A, I

