



Job Description

Job Title:	Cleaner x 2
Posts available:	1 x 12.5 hrs a week Mon to Fri 5.30am – 8.00am (all year contract) 1 x 12.5 hrs a week Mon to Fri 5.45am – 8.15am (all year contract) Occasional weekend working will be required to support school events
Reports to:	Cleaning Manager

Principal Role

To work as part of a team to ensure the delivery of an effective, high quality cleaning service.

Main duties

- Work as part of a team to meet the school's high standards of a first-class cleaning service across all areas of the site
- Follow all cleaning schedules set by the Cleaning Manager
- Replenish stock in toilets and classrooms as required
- Report any cleaning supply and equipment needs to the Cleaning Manager
- Ensure secure storage of cleaning products and equipment, in line with COSHH requirements
- Comply with all Health and Safety legislation, report any concerns to the Cleaning Manager or the Head of Facilities
- Ensure that the premises are correctly secured in line with each individual buildings security arrangements and report any issues to the Cleaning Manager or Head of Maintenance.
- Attend INSED and other training relevant to the role
- Carry out any other reasonable requests, in line with the broad responsibilities of the role.

Person Specification

The successful candidate must:

- Have the physical ability and fitness to undertake the elements of the role
- Be self-motivated, using own initiative to complete work to a high standard
- Have good communication skills
- Have a positive can-do and enthusiastic attitude
- Have the ability to follow standards and procedures
- Be flexible and reliable
- Be respectful of others and a good team player

Previous experience in a cleaning environment would be beneficial

The successful candidate will ensure compliance with the School's Safeguarding Policy Statement at all times

This position will be subject to an enhanced DBS check.

The post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom he / she is responsible, or with whom he / she comes into contact will be to adhere to and ensure compliance with the School's Child Protection Policy Statement at all times. If, in the course



of carrying out the duties of the post the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the School he / she must report any concerns to the School's Designated Safeguarding Lead.