



## PERSON SPECIFICATION ASSISTANT CLEANING SUPERVISOR

**Name:**

**Scale:**

**2D**

**Date prepared:**

**February 2026**

|                                    | Essential Attributes   | Preferred Attributes  |
|------------------------------------|--|---|
| <b>Educational Qualifications</b>  | Good basic literacy and numeracy   | Trained to a British Institute of Cleaning Sciences (BICS) standard.  |
| <b>Work experience</b>             | Cleaning<br>Supervising staff<br>Working knowledge of COSHH and Health & Safety and be prepared to undertake training as necessary   | Working in an educational setting<br>Training staff   |
| <b>Skills/ Knowledge/ Aptitude</b> | Ability to clean and supervise a team of people<br>Ability to organise rotas and manage change<br>Ability to take responsibility and work on own initiative<br>Knowledge of cleaning methods and equipment<br>Ability to empathise with young people (an understanding of emotional and educational needs of young people)<br>Good interpersonal skills (ability to communicate effectively with students and adults in a calm and respectful manner)<br>Reliability<br>Trustworthiness<br>Good organisational and administrative skills | Good 'eye for detail'<br>Willingness to adapt working hours and conditions to suit any day-to-day changes<br>Good record keeping skills<br>An understanding of safeguarding in a school setting |
| <b>Other</b>                       | Commitment to self-development and willingness to undertake further training<br>Commitment to achieving and maintaining high standards<br>Willingness to work as part of a team<br>Good health and physical fitness to carry out cleaning duties including lifting stock   | Enthusiasm for working with young people<br>Current First Aid at Work Qualification   |