

# Person Specification

## Cleaner



Factor	Essential	Desirable	Assessment*
<b>Qualification</b>	<ul style="list-style-type: none"> <li>No formal qualifications required but must be able to read and write.</li> </ul>	<ul style="list-style-type: none"> <li>Have a health and safety qualification.</li> </ul>	A, D
<b>Experience</b>	<ul style="list-style-type: none"> <li>Successful working practices in cleaning.</li> <li>Using general cleaning equipment eg vacuums and cleaners</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working in a school environment.</li> </ul>	A, I, R
<b>Skills and Knowledge</b>	<ul style="list-style-type: none"> <li>Have an understanding of health and safety, including safe working methods.</li> </ul>	<ul style="list-style-type: none"> <li>Manual Handling.</li> <li>Knowledge of the safe storage of cleaning materials and equipment.</li> <li>Knowledge of COSHH assessments for hazardous substances.</li> <li>Have an awareness of policies and procedures relating to working in a school.</li> </ul>	A, I, R, D
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>Good communication skills.</li> <li>Good timekeeping and reliable.</li> <li>Be able to respect confidentiality.</li> <li>Ability to prioritise within clearly defined procedures.</li> <li>Be able to work alone but also be a team player, able to work collaboratively.</li> <li>Be physically fit to carry out the role, bending, manual handling and pushing equipment.</li> <li>Ability to be able to clear up bodily fluids as required.</li> <li>Ability to work split shifts as and when required (if applicable).</li> </ul>		A, I, R

\*Assessment Method – details how the criteria will be assessed

**A** = Application Form, **I** = Interview, **R** = References, **D** = Documentary Evidence