



COLLEGE CLEANER

Sir John Deane's Sixth Form College (Northwich)

Band 1b

SCP 3

Job Description & Person Specification

Job Description

| Reporting to

Site Manager via Cleaning Supervisor

| Purpose of the role

To perform such cleaning duties as may be reasonably specified by the Site Supervisor to ensure that the College premises are kept in a clean and hygienic condition.

| Main Responsibilities

1. To perform cleaning duties in such areas of the College premises as are designated from time to time by the Site Supervisor and these duties will include the following activities:

Cleaning, Washing, Sweeping, Mopping, Scrubbing (including the use of scrubbing machines when required to do so), Vacuum Cleaning, Emptying of litter bins and removal of waste to central collection areas, Polishing (Including the use of polishing machines when trained to do so), Dusting and Glass Cleaning (internal only and without the need for reach equipment) of designated areas (including toilets and shower areas) and with respect to fixtures and fittings contained in these areas, using, where appropriate, powered equipment.

Duties may vary from time to time between term time and closure periods.

2. to undertake such other duties as may reasonably be required from time to time by College Management, within the competence of the post-holder and appropriate to the grade of the post.
3. excluded from this specification are plant rooms, kiln room, Chemistry chemical store, dangerous plant, machines or other equipment as identified by the Site Manager.

Other

1. Putting children and young people at the centre of everything the Foundation does, and to ensure their safety and welfare of children and young people across the Foundation.
2. To identify and implement opportunities for the Foundation to operate in a more effective and efficient manner for the benefit of stakeholders.
3. To continue to build upon the positive reputation of the Sir John Brunner Foundation and its rich history to ensure its long-term success and sustainability, liaising with external stakeholders at national, regional and local levels.
4. Build effective relationships with other MATs to facilitate the sharing of expertise and best practice and working closely with those schools wishing to join The Sir John Brunner Foundation.
5. Adhere to the Foundation's policies on code of conduct, Safeguarding, H&S and Data Privacy.
6. Any other duties not specified but are commensurate with the skills and knowledge of the post holder.
7. This role follows a college academic calendar and requires onsite attendance from the start of the academic year on GCSE Results Day (third Thursday in August), ending in mid-July.

Person Specification

	Desirable	Essential
Qualification		
Willing to undertake any in-service training offered which is relevant to the duties of the post		✓
Experience		
Experience of cleaning		✓
Experience of cleaning in a school environment	✓	
Knowledge & Skills		
Ability to work as part of a team and independently when required		✓
Ability to take pride in cleaning the school and ensuring all school practices are adhered to		✓
Ability to follow instructions		✓
Hardworking		✓
Interpersonal Skills		
Energetic and able to meet deadlines		✓
Approachable		✓
Flexible approach and positive attitude towards work		✓
Punctual and reliable		✓
Excellent team player		✓
Ability to adapt to changes in the workplace		✓
Excellent communication skills		✓
Ability to show initiative		✓
Personal Qualities		
Highly motivated and resilient		✓
Organised and efficient		✓
Honest and trustworthy		✓
High standards of personal presentation, with an excellent record of attendance and punctuality		✓
Adaptable, open to change, and willing to take on new challenges with enthusiasm		✓
Committed to maintaining high cleanliness standards		✓
Commitment to maintaining confidentiality at all times		✓
Commitment to safeguarding and equality		✓