



Brighter Futures Learning Partnership Trust

APPLICATION INFORMATION

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Job Description

JOB TITLE: Cleaner based at Hungerhill School for Brighter Futures Learning Partnership Trust

BAND: BAND 3 – SCALE POINT 2

RESPONSIBLE TO: Cleaner in Charge/Assistant Site Manager

JOB PURPOSE

- To thoroughly clean any area of the school or any school equipment as directed by Line Management.

KEY DUTIES AND RESPONSIBILITIES

- Be aware of and act within the provisions of the Health and Safety at Work Act.
- Attend training and other meetings as required
- Report any graffiti, vandalism, damage or faults to your Line Manager.
- Report damage to any item of school property or school building to your Line Manager.
- Check all machinery and equipment before use to ensure that it is in safe working order.
- Report any defects of the machinery/equipment to your Line Manager and discontinue its use until it is made safe and suitable for use.
- Thoroughly clean all machinery/equipment and accessories after use.
- Replenish supplies to the toilets as necessary.
- Move or remove furniture and/or fittings as required.
- Use cleaning methods stipulated by either the product specification or by your Line Manager.
- Clean windows and frames internally, walls, floors, furniture fittings and equipment as directed by line management.
- To carry out cleaning as per the cleaning spec. book.
- Hand over any valuables/ personal possessions found in your area.
- Assist in any emergency and respond to all emergency call outs as required.
- Carry out any other duties considered to be within your capabilities by Line Management.
- To be responsible for promoting the safeguarding and welfare of students in the school.



Person Specification

POST: Cleaner, based at Hungerhill school for Brighter Futures Learning Partnership Trust

Qualifications	Essential	Desirable
Education: ➤ Basic literacy and numeracy	✓	
Experience: ➤ Some cleaning experience. ➤ Cleaning in a school or public building	✓	✓
Knowledge and skills	Essential	Desirable
➤ Communication, reporting and recording skills. ➤ An understanding and commitment to working within H&S Legislation. Issues relating to the safeguarding and welfare of children. ➤ Knowledge of cleaning substances and their use. ➤ Issues relating to the safeguarding and welfare of children.	✓ ✓	✓ ✓
Personal qualities	Essential	Desirable
➤ Well organised ➤ Enthusiastic ➤ Flexible attitude ➤ Ability to show initiative ➤ Honest ➤ Polite ➤ Helpful ➤ Able to work early morning and/or early evening and daytime during school holidays	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	

These duties and responsibilities should be regarded as neither exhaustive nor exclusive, as the postholder may be required to undertake other reasonably determined duties and responsibilities commensurate with the grading of the post, without changing the general character of the post. Dependant on need, you may be deployed across the Trust. This position is subject to satisfactory DBS Disclosure.

How to Apply

Thank you for considering joining our trust. If you feel you are the person we are looking for, please complete a Brighter Futures Learning Partnership Trust application form (**CV's will not be accepted for this post**) and add a concise letter of no more than two sides of A4 addressing the following:

- why you are applying for this position
- how your experience to date will enable you to successfully take on the role.

Good luck with your application