



Job Description: Part Time Cleaner

Required as soon as possible

Job Description

Job Title: Cleaner

Salary Scale Point: Grade 2, Scale Point 2 £6,598 per annum

Hours: 10 hours per week (Monday to Friday)

Job Purpose

- To provide a clean and pleasant environment in order to facilitate the effective teaching of pupils and its full use by those staff and pupils who occupy it
- To help maintain the fabric of school building
- To maintain cleanliness in order to prevent any health risk from occurring in schools

Key Responsibilities

- To clean a specified area of the school to the required standard as instructed by the Supervisor
- Wash floors, surfaces, fixtures and fittings and walls up to a specified height
- Cleaning inside windows up to a specified height
- Sweeping and vacuuming floors
- Polishing and dusting surfaces and furniture
- Cleaning toilets areas
- Use cleaning materials as appropriate, and according to their instructions for use
- To empty bins and remove rubbish from the premises
- To report any damages to school property or other relevant matters to the Supervisor
- To use power cleaning equipment as directed

- To undertake relevant Non Routine cleaning as instructed by the Supervisor
- To undertake any relevant training as required
- To comply with the requirements of the health and safety at work regulations
- To take reasonable care for the Health and Safety of themselves and for others
- To co-operate with the employer in ensuring that health and safety responsibilities are carried out
- Individuals have a responsibility for promoting and safeguarding the welfare of children and young people he/she is responsible for or comes into contact with.
- To ensure all tasks are carried out with due regard to Health and Safety
- To undertake appropriate professional development including adhering to the principle of performance management.
- To adhere to the ethos of the school
- To promote the agreed vision and aims of the Trust
- To set an example of personal integrity and professionalism

Person Specification

	<i>Essential</i>	<i>Desirable</i>
Qualifications	None required – willing to undergo appropriate training	
Experience	Previous experience of cleaning in a professional/work environment	Use of buffing and vacuuming equipment
Practical Skills	<p>The ability to understand and comply with work instructions (written and verbal)</p> <p>Methodical approach to cleaning</p> <p>Ability to follow manufacturers' instructions with regard to cleaning chemical usage.</p>	
Personal qualities and attributes	<p>Flexible, methodical, practical</p> <p>Capable of moderate physical activity</p> <p>Able to apply health and safety procedures</p> <p>Capable and willing to work on own initiative</p>	
Other essential requirements	<p>The ability to deal with all types of cleaning, which may involve excrement and vomit on occasions</p> <p>(PPE will be provided)</p>	

All staff are expected to understand and be committed to Equal Opportunities in employment and service delivery.