

Cleaner (fixed term) – Job Description

JOB DESCRIPTION

Cleaner

The Post

St Helen's is looking to appoint a 6-month fixed-term, part time, Cleaner to start as soon as possible.

SALARY £13.41 hourly rate

HOURS 16:15 – 19:45, Monday to Friday. You will be required to work one additional day (either a Saturday or Sunday) during your contract.

This role will report to: Cleaning Manager

Main Responsibilities

- Maintain the highest standard of cleanliness within your areas of responsibility in accordance with the current specifications of work. These schedules are completed as instructed by your manager.
- Ensure Daily checks of the equipment and machines used during your hours of duty and report any defects to the Manager. Return all equipment to allocated area at shift end.
- Follow all health and safety policies and procedures and report any dangers or hazards that you encounter to your manager.
- Ensure that you wear any personal protective equipment you are provided with, adequate footwear and your full uniform at all times whilst on site.
- As and when necessary, assist with other tasks within your capabilities to maintain and improve the cleaning services within the premises.
- Attend the training sessions that pertain to the role.
- Represent and promote the school wherever possible.
- Make yourself familiar with and follow all School and cleaning procedures and working methods.
- Comply with the School's Safeguarding and Child Protection Policy and Procedures.

The Person

No previous experience is necessary; training will be provided.

APPLICATION PROCESS

Closing date: 10:00pm Sunday 29 November 2026

Please apply as soon as possible as shortlisting/interviews will progress up until the closing date. Should a suitable candidate be appointed, we reserve the right to close the advert early.

Due to the volume of applicants, we receive, if you do not hear from us within 4 weeks of the closing date, please assume we will not be progressing your application further on this occasion.