



## **Person Specification – Cleaner Supervisor**

### **Essential Criteria**

#### **Experience**

- Experience of cleaning in a commercial, school, or similar environment
- Experience of supervising or guiding others in a workplace setting (formal or informal)
- Experience of maintaining high standards of cleanliness and hygiene

#### **Knowledge & Understanding**

- Basic understanding of health and safety in the workplace
- Knowledge of safe use of cleaning materials and equipment, including COSHH awareness
- Understanding of the importance of maintaining a safe, clean environment in a school setting

#### **Skills & Abilities**

- Ability to organise and prioritise cleaning tasks effectively
- Ability to supervise, support, and motivate a small team
- Ability to work independently and use initiative
- Good communication skills, with the ability to liaise with staff, contractors, and managers
- Ability to follow instructions and adhere to policies and procedures
- Attention to detail and commitment to high standards

**Personal Qualities**

- Reliable, punctual, and trustworthy
- Flexible and adaptable approach to work
- Takes pride in work and maintains a professional attitude
- Positive and cooperative team member

**Other Requirements**

- Willingness to act as a key holder, including unlocking/locking the premises as required
- Willingness to work flexibly to meet the needs of the school (e.g. during school closure periods for deep cleaning)

**Desirable Criteria**

- Previous experience supervising cleaning staff within a school or similar setting
- Experience of stock control or ordering cleaning supplies
- Awareness of safeguarding responsibilities in an education environment
- Basic IT skills (e.g. email for communication)