

# Job Description

## Cleaner

Job Category: Support Staff

Grade

Reports to: Site Manager

Line manages: N/A



### **Purpose of the Role**

To provide on-site cleaning for a specified area, undertaking cleaning tasks set out in a local schedule of work.

### **Key Duties and Responsibilities**

- To be responsible for the cleaning of a specified area in accordance with the Trust's current specification to achieve the Trust's standards.
- To safely store cleaning materials and equipment.
- To report to the immediate supervisor (or other designated person) any problems relating to cleaning equipment and materials.
- To carry out wet work duties at the end of the day.
- Undertake other duties from time to time as are reasonably required.

### **General**

- The postholder is expected to fully engage with the Trust's performance management process.
- To demonstrate the core values of the school and Trust at all times.
- To attend staff meetings and Trust-based INSET as required.
- The postholder is required to carry out the duties in accordance with our Health & Safety policies and procedures
- To maintain at all times the utmost confidentiality with regard to all reports, records, personal data relating to staff and pupils and other information of a sensitive or confidential nature acquired in the course of undertaking duties for the Trust, with due regard to General Data Protection Regulations.
- The duties and responsibilities in this job description are not exhaustive. The postholder may be required to undertake other duties that may be required from time to time within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the postholder.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**CIT is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment**