



Job Description

Job Title: Cleaner

Location: Bennerley Fields School

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Job Title	Cleaner
Location:	Bennerley Fields School
Hours per week:	15 hours per week
Reporting to:	Site Manager / Operations Manager
Salary Scale:	Grade 4 Point 3 £9,311.58

Main purpose of Role

- To carry out the professional duties of a cleaner under the guidance of the Operations Manager & Site Manager.

Principal Accountabilities:

To achieve the above	<p>To be responsible for cleaning allocated areas of the school site (this will vary from time to time)</p> <p>Main cleaning duties will include:</p> <ul style="list-style-type: none"> • Vacuum cleaning hard and soft floors • Spot cleaning of spillages • Wiping furniture, ledges, pipes, paintwork, doors and walls • Emptying and cleaning bins • Cleaning toilets, including sanitary fittings and surrounds • Sweeping, mopping and cleaning hard floor surfaces • Polishing and straightening furniture • Polishing glassware • Dusting • Replenishing janitorial supplies in toilets etc. <p>Carpet shampooing as required</p> <ul style="list-style-type: none"> • To use cleaning materials as instructed • To operate cleaning machinery as trained, to clean soft and hard surfaces, such as vacuum cleaners and polishers. • Swift reporting of any hazards or defects to the Site Manager
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This Job Description is non-exhaustive and sets out the main expectations of the post holder. This Job Description can be altered with the agreement of the postholder and will be reviewed regularly. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description

The MAT will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

Esteem Multi-Academy Trust is committed to safeguarding and promoting the welfare of all its students. We expect all staff, volunteers and agency staff to share this commitment. The successful

candidate will be required to undertake a Disclosure and Barring Service (DBS) check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided.

Person Specification

	Essential	Desirable
Qualifications and Training	Good standard of literacy and numeracy	NVQ Level 1 OR BIC's in cleaning or similar
Experience		Experience of working as a cleaner Experience of using powered equipment (eg floor buffer)
Knowledge and skills	Ability to work as part of a team Flexible attitude to work Good interpersonal skills Positive approach	Knowledge of health and safety procedures and precautions. Awareness of COSHH regulations. Awareness of health and hygiene procedures.
Other	Be honest, reliable and trustworthy Be open and frank and not afraid to ask for help when it is needed Be punctual to work and have an excellent attendance record.	