



JOB DESCRIPTION

JOB TITLE	CLEANER
GRADE	Grade 1
REPORTS TO	Line manager
LIAISON WITH	Teachers, Support staff, Creditors, Debtors, Site Team, Pupils and Parents.
JOB PURPOSE	<ul style="list-style-type: none">• 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
DUTIES	<ul style="list-style-type: none">• 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 and shower 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



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GENERAL	<ul style="list-style-type: none">• To adhere to the ethos of and contribute to the overall purpose of WHMAT, as set out in its strategic plan• To adhere to WHMAT's values as set out in its strategic plan• To undertake appropriate personal professional development including adhering to the principles of appraisal• To develop effective professional relationships with colleagues, staff and stakeholders, such as core team, heads of academy and senior leadership teams across WHMAT• To be aware of and comply with policies and procedures relating to child protection, health and safety, security, confidentiality and data protection reporting all concerns to an appropriate person• To attend and participate in relevant meetings as required
SUPERVISION RECEIVED	<ul style="list-style-type: none">• Responsible directly to Line Manager
LEVEL OF SUPERVISION	<ul style="list-style-type: none">• Left to work within established guidelines, subject to scrutiny by Line Manager
SUPERVISION GIVEN	None



PERSON SPECIFICATION

AF. = Application Form

I = Interview

JOB TITLE	CLEANER	
CRITERIA	ESSENTIAL	M.O.A
EDUCATION/ QUALIFICATIONS NB: Full regard must be paid to overseas qualifications		
	ESSENTIAL	
EXPERIENCE (relevant work and experience)	<ul style="list-style-type: none"> Relevant experience of cleaning 	AF/I
	ESSENTIAL	
SKILLS AND ABILITIES (e.g. written communication skills, dealing with the public)	<ul style="list-style-type: none"> Be committed to the ethos and values of the school Able to work within a team An ability to fulfil all spoken aspects of the role with confidence using the English Language as required by Part 7 of the Immigration Act 2016 	AF/I AF/I I
	DESIRABLE	
	<ul style="list-style-type: none"> Knowledge of Keeping Children Safe in Education 	AF
	ESSENTIAL	
TRAINING	<ul style="list-style-type: none"> Willing to undertake job related training 	AF/I
	ESSENTIAL	
OTHER	Approachable, sympathetic, enthusiastic, patient, resourceful	AF/I