

Job description: Cleaner – (Part Time)

Location	Oxford Spires Academy
Contract term	Permanent
Full time/term time	Part time (15 hrs), term time plus inset days
Pay range	SCP 2 - £24,412.99 pro-rata Actual Salary £8973.75
Reporting to	Site Assistant

Job purpose

Support the Estates Manager/Site Assistant in ensuring high standards of cleaning throughout the Academy.

Ensure the buildings are cleaned to a high standard.

Health & Safety must be adhered to at all times, making sure all facilities are safe for pupils, staff and public for use.

Main duties and responsibilities

- Carrying out the Estates Manager/Site Assistant cleaning instructions to the best of his/her ability.
- To make sure any danger areas are cordoned off and adequate warning signs are in place.
- Report any problems that will affect the smooth running of the school immediately to his/her line manager.
- To be willing to undertake any training required to update or allow safe working practices in the workplace.
- To complete all paperwork required by Oxford Spires Academy in facilitation of the required record keeping.
- Ensure any items of Personnel Protective Equipment are worn at all times.
- To carry out any reasonable instructions as requested by your line managers.

These duties and responsibilities should be regarded as neither exhaustive nor exclusive as the post holder may be required to undertake other reasonably determined duties and responsibilities commensurate with the grading of the post.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

We reserve the right to close this vacancy early if we receive sufficient applications for the role. Therefore, if you are interested, please submit your application as early as possible.