



Job Description

Job Title: Cleaner

Location: Fountains High School

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Job Title	Cleaner
Location:	Fountains High School
Hours per week:	18.5 hours per week
Weeks worked per year:	43 – TTO plus 4 weeks
Reporting to:	Site officer
Salary Scale:	Grade 2, PP 3

Main purpose of Role

- To be responsible for cleaning allocated areas of the school site (this will vary from time to time)

Principal Accountabilities:

Main Duties	<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. Carpet shampooing as required 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 .
Other General Requirements	<ul style="list-style-type: none"> Represent and promote the ethos and values of Esteem Multi-Academy Trust To take and be accountable for all decisions made within the parameters of the job description Participate with performance management and training and activities that contribute to personal and professional development Actively promote and act at all times in accordance with the policies of the MAT e.g. Safeguarding, Health and Safety, Equal Opportunities & GDPR. Provide a high standard of customer service in all dealings internal and external to the MAT

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

Criteria	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Good standard of literacy and numeracy 	<ul style="list-style-type: none"> NVQ Level 1 OR BIC's in cleaning or similar
Experience		<ul style="list-style-type: none"> Experience of working as a cleaner Experience of using powered equipment (e.g. floor buffer)
Knowledge and skills	<ul style="list-style-type: none"> Ability to work as part of a team Flexible attitude to work Good interpersonal skills Positive approach 	<ul style="list-style-type: none"> Knowledge of health and safety procedures and precautions. Awareness of COSHH regulations. Awareness of health and hygiene procedures.

Signed: Harriette Lyon

Date: 21/05/2026