

# Job Description



## School Cleaner

Veritas KR2: £15,627 (pro rata £4,353) – 12.5 hours per week

(Plus flexibility to work additional ad-hoc and absence cover hours as required)

Responsible to: Line Manager

### **Purpose of the Role**

To undertake cleaning duties to maintain a high standard of cleanliness within the school, as directed.

### **Key duties and responsibilities**

- ❖ Undertake cleaning of allocated areas in line with specified standards and as directed.
- ❖ Operate / use domestic and industrial cleaning equipment and materials, following appropriate training.
- ❖ Store allocated equipment and materials safely and securely.
- ❖ Perform duties in line with health and safety regulations (COSHH) and take action where hazards are identified, report serious hazards to line manager immediately.
- ❖ Collect and dispose of waste.
- ❖ Refill and replace soap, towels and other materials.
- ❖ Take part in deep cleans during the Easter and Summer holidays during the working day.
- ❖ Unlock/lock the school when required
- ❖ Take part in the school's performance management system

# Person Specification



We are looking for a candidate who demonstrates a range of the following attributes:

- ❖ Understand the need for cleanliness and hygiene in the school environment
- ❖ Experience of using a range of basic cleaning equipment, etc
- ❖ Ability to listen, observe and report information to supervisor
- ❖ Understand and be able to apply Health and Safety procedures relevant to the job
- ❖ Ability to recognise and to deal with emergency situations
- ❖ Have good communication skills
- ❖ Be competent in the use of IT
- ❖ Ability to work well as part of a team and form good relationships
- ❖ Be willing to undertake training and development
- ❖ Understand the importance of safeguarding and have a personal commitment to safeguarding children