


Job Description			
Title CLEANER Grade 1 points 1-2	School: Croft Primary School	Post Ref Perm Cleaner Profile Premises 1	
Job Purpose Under the direction and instruction of senior staff, to undertake the cleaning of designated areas within the School premises to ensure that they are kept in a clean and hygienic condition, to the agreed quality standards			
Key Responsibilities <div>1. Cleaning, washing, sweeping, mopping, dusting, polishing and vacuum cleaning of designated areas to the required standards</div> <div>2. Emptying litter bins, etc., and removing waste to designated areas</div> <div>3. Cleaning of toilets and washrooms to the required standard where allocated</div> <div>4. Spray cleaning, scrubbing floors and re-sealing with polish</div> <div>5. Using powered equipment where necessary (scrubbing machines, wet pick-up machines, vacuum cleaners)</div> <div>6. Cleaning of working surfaces and other furniture as directed</div> <div>7. Clearing up after flooding and/or any other emergency cleaning</div> <div>8. Effective and efficient on site liaison with site representatives in order to deliver excellent standards of customer care</div> <div>9. Any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post as defined, subject to the proviso that normally any changes of a permanent nature shall be incorporated into the job description in specific terms, following consultation with the Recognised Trade Unions</div> <div>10. To promote and safeguard the welfare of children and young persons for whom you are responsible and with whom you come into contact with during the course of your duties and responsibilities. Your conduct must at all times be in accordance with the school's policies and procedures</div> <div>11. To report any causes for concern relating to the welfare and safety of children to the designated person, and the head teacher, or if unavailable the designated safeguarding governor or a member of the senior leadership team</div> <div>12. To attend safeguarding training as required by the school and maintain your knowledge and understanding of your responsibility for safeguarding children in this school</div>			
Person Specification			
Education and Knowledge Basic literacy and numeracy skills gained from general education or equivalent necessary to undertake a limited number of tasks. Knowledge of cleaning procedures and use of basic cleaning equipment.		Personal skills and general competencies Cheerful and positive attitude Understand the principles of confidentiality An enhanced DBS check will be undertaken upon successful appointment	
Experience Previous experience is desirable but not essential			