

Job Description		
Job Title:	Cleaner	
Reports to:	Cleaning Supervisor	
Responsible for:	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.	
Main Responsibilities: <ul style="list-style-type: none">Cleaning, washing, sweeping, mopping, dusting, polishing and vacuum cleaning of designated areas to the required standardsEmptying litter bins, etc., and removing waste to designated areasCleaning of toilets and washrooms to the required standard where allocatedSpray cleaning, scrubbing floors and re-sealing with polish.Using powered equipment where necessary (scrubbing machines, wet pickup machines, vacuum cleaners).Cleaning of working surfaces and other furniture as directed.Clearing up after flooding and/or any other emergency cleaning as and when required.Cleaning windows inside and out at a ground floor level in designated areas on closure days or holidays where safe to do so.Provide cover in other areas in periods of staff absence as and when required and in agreement with the Cleaning Supervisor.When cleaning the room/ designated area report any damage which could be hazardous or may need a repair.Undertake 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. <p>Undertaking 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.</p> Generic Responsibilities: <ul style="list-style-type: none">Contribute to and support the School ethos and represent the School in a welcoming and professional manner at all times.To support the effective running of the on a day to day basis including being deployed flexibly where requiredTo comply with the requirements of Data protection, Health and Safety, Equal Opportunities, Financial Procedures and other relevant legislations and S policyTo be responsible for your own professional development and attend training where requiredTo undertake any other reasonable duties within the overall function commensurate with the post		
Person Specification		
	Essential	Desirable
Qualifications	<ul style="list-style-type: none">Good level of General Education	
Skills	<ul style="list-style-type: none">Excellent social & communication skillsCalm and patient mannerFlexibleAbility to work as a teamAbility to work independently, self-motivated	<ul style="list-style-type: none">Ability to be proactive and take initiativeAbility to prioritise tasks and work under pressure

	<ul style="list-style-type: none"> • Attention to detail 	
Experience	<ul style="list-style-type: none"> • Liaising with a wide range of people • Sound knowledge of operation and maintenance of equipment related to the post 	<ul style="list-style-type: none"> • Working in a school environment
Knowledge	<ul style="list-style-type: none"> • Awareness of relevant Health and Safety issues 	