**Cleaner – Job Description**

# MAIN DUTIES

* Carry out the cleaning of the interior of the school to agreed standards under the direction of the Cleaning Supervisor.
* Clean floors and rooms. including mopping, sweeping, vacuuming, dusting, picking up larger objects off the floor.
* Cleans restrooms, including restocking dispensers, emptying bins, cleaning and sanitising fixtures, cleaning mirrors, sweeping and mopping tile floors, and cleaning toilets and urinals.
* Assist in moving furniture e.g. desks and chairs.
* To check all equipment prior to work being carried out.
* Undertake annual deep cleaning activities as instructed by the Cleaning Supervisor.
* Report low stock levels of supplies to Cleaning Supervisor
* Maintain confidentiality.

**COMPETENCIES**

* Able to follow instructions.
* Able to work independently and as part of a team.
* Able to maintain an orderly and safe working environment.
* Awareness of health and safety and understanding of manual handling guidance.
* Able to operate cleaning equipment safely.

**QUALIFICATIONS, TRAINING AND DEVELOPMENT**

* No formal qualifications required.
* Post holder is likely to participate in some training in connection with the role.
* Comply with Control of Substances Hazardous to Health (COSHH) regulations.
* Able to develop knowledge and experience of the appropriate use of cleaning materials and equipment.

**The school is committed to safeguarding children and young people. All post holders are subject to a satisfactory enhanced DBS Disclosure Barring Service clearance.**

**All disabled applicants who meet the minimum criteria for the job will be invited to interview.**

**Cleaner - Person Specification**

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|  | ESSENTIAL | DESIRABLE |
| Knowledge/ Qualifications |  | 1. Good Standard of Education |
| Experience |  | 1. Experience and understanding of cleaning duties. 2. Experience in the use of various cleaning machinery and chemicals |
| Skills/ Abilities | 1. The ability to use common sense in the application of cleaning. 2. Able to understand Health and Safety procedures. 3. Able to accurately follow verbal instructions given by line manager | 1. Ability to prioritise and organise work |
| Other | 1. Flexible and well organised |  |