

Job Description: Cleaner

Responsible to: Business Manager

Job Purpose:

The school cleaner will work as part of a team to perform a variety of regular and one off cleaning tasks and duties as directed by their supervisor.

Main Responsibilities:

- Be responsible for ensuring the cleanliness of the school and for maintaining high and consistent standards.
- Take initiative to perform cleaning and tidying tasks that are not specifically contained within the rota but require attention as part of maintaining overall high standards.
- Replenishment of consumables throughout the school; soap dispensers etc.
- Emptying and disposal of waste bins across the school.
- Liaise with the Business Manager, other school cleaners and other members of staff as required to ensure the cleaning rota operates smoothly.
- Report cleaning supplies requirements and stock levels to the Business Manager.
- Ensure Health & Safety, quality and general procedure compliance.
- Work as part of a team and support other members of the cleaning team to meet standards and school objectives.
- Report any Health and Safety issues to the Business Manager.

Essential requirements for all staff at The King's School:

- Honour God in your professional duties.
- Demonstrate a commitment to the development of your personal Christian faith.
- Act at all times as an ambassador for the school in a manner which upholds its Christian values and ethos.
- Be familiar with, support and reinforce the aims, ethos, policies and procedures of the School.
- Have regard to the Staff Handbook and Code of Conduct which form part of your contract
- Recognise that duties of a post may vary from time to time without changing the general character of the post or level of responsibility entailed.
- Carry out such other duties as may reasonably be assigned by the Headteacher.

Person Specification: Cleaner

Personal Attributes required (on the basis of the job description)	Essential (E) or Desirable (D)	To be identified by: (eg application form, interview, reference etc)
Experience		
Experience of undertaking a range of cleaning duties; vacuuming, dusting, mopping, scrubbing, buffing, replenishing consumables, waste disposal	D	Application Form/Interview
Knowledge/Skills/Abilities		
Knowledge or understanding of Health and Safety Regulations	D	Application Form/Interview
Knowledge of COSHH and the safe use of chemicals	D	Application Form/Interview
Knowledge of cleaning best practice	D	Application Form/Interview
Knowledge of the concept of confidentiality	D	Interview
Flexible attitude to work	E	Application Form/Interview
Physical ability, including need to manage some heavy lifting	E	Application Form/Interview
Ability to work on own initiative, dealing with unexpected problems that arise	D	Application Form/Interview
Ability to work in an organised and methodical manner	D	Application Form/Interview
Other		
Willingness to clean any area of the school as requested by the Business Manager	E	Application Form/Interview
Willingness to participate in further training and development opportunities offered by the school	D	Interview
Ability to demonstrate commitment to Equal Opportunities	D	Interview
Commitment to safeguarding and protecting the welfare of children and young people	E	Application Form/Interview