



Job Description

School Cleaner
Level 1/ Grade A

To undertake general cleaning duties to maintain a high standard of cleanliness within the school as directed and to assist in providing a clean, healthy and safe environment for all.

Key accountabilities/duties/responsibilities

- Undertake cleaning of allocated areas in line with specified standards and as directed
- Perform duties in line with health and safety regulations (COSHH) and take action where minor hazards are identified, reporting serious hazards to the caretaker immediately
- Operate and use cleaning equipment, such as floor polishers, deep cleaners, and materials safely and correctly ensuring adherence to the school's health and safety policy
- Store allocated equipment and materials safely and securely
- Collect and dispose of waste
- Refill and replace soap, towels and other materials taking stock from caretaker
- Switch off all unnecessary lights and appliances at the end of cleaning an area
- Undertake any training relevant to the role

Support for the School

To ensure that customer care is maintained to the agreed standards according to the council's values. To ensure that a high level of confidentiality is maintained in all aspects of work.

Flexibility

The jobholder may be required to carry out other reasonable duties commensurate with the grade, as requested by line manager. This job description is not exhaustive and may change as the post develops. Such changes will be subject to consultation between the post holder and their manager and, if necessary, further job evaluation.

The School's Commitment to Equality

To deliver the school's commitment to equality of opportunity in the provision of its services, all staff are expected to promote equality in the work place and in the services the school deliver

Person Specification

School Cleaner
Level 1/ Grade A

Knowledge, training and experience relevant to the post	Essential /Desirable
Able to carry out cleaning routines such as mopping, vacuuming, cleaning toilets, washing down furniture, dusting etc. to a high standard	E
Able to lift or move some furniture	E
Cleaned in a school or local authority environment previously	D
Able to demonstrate good working knowledge of Health and Safety procedures	D
Able to demonstrate good working knowledge of safe working practices, hygiene and cleanliness	D
Skills	
Willing to work with staff and pupils on site, communicating positively and effectively	E
Able to use own initiative and work with minimum supervision	E
Able to demonstrate good timekeeping	E
Ability to be adaptable if necessary, i.e. able to change working areas or duties if the need arose, work flexible hours on occasions	E
Personal Qualities	
Flexibility and enthusiasm.	E
A commitment to further professional development and training.	E
Demonstrate professionalism at all times	E
Ability to work as part of a team	E
Ability to reflect	E
Have a willingness to demonstrate commitment to the values and ethos of Northside Primary School	E