



Aldercar High School

In pursuit of excellence

Job Description

Job Title	Cleaner	Ref
Job Family	Construction & Maintenance	Job Grade 3
Hours	15 hours, 39 weeks	

PURPOSE OF THIS ROLE

To carry out cleaning duties, contributing to the provision of a clean, safe, secure and hygienic environment for the establishment/work area concerned.

KEY RELATIONSHIPS

Line managed by the Site Manager or Head teacher. Work as part of small team to ensure programme of work is completed.

Key Result Areas:

- Undertaking general cleaning duties in line with agreed standards and schedule for the establishment
- Responsible for the safe and effective operation of commercial cleaning and other equipment
- Responsible for the safe and effective use of prescribed chemical agents

People Management

None

School Policies and Procedures

Actively support the School's Policies and Procedures.

Health and Safety

Ensure own compliance with the School's Health & Safety policy/procedures and that of any resources you have responsibility for.

Risk Management

Contribute to risk awareness through carrying out of duties and raise issues where appropriate

Aldercar High School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

PERSON PROFILE

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	Essential	Desirable	Evidence
Experience		Performing cleaning tasks using a variety of methods and equipment	Application form Interview
Skills and Knowledge	Awareness of safe working practices	Knowledge of using full range of cleaning equipment and materials	Application form Interview
	Ability to understand different methods of cleaning		
	Safe use of cleaning equipment including vacuum cleaners, floor cleaners, steam cleaners and carpet cleaners		
	Safe use of cleaning chemicals		
	Good personal hygiene practice		
	Literate – able to follow instructions		
Personal Effectiveness	Willingness to undertake relevant instruction and training		Application form Interview
	Good work ethic and time management		
	Ability to work as part of a team		
Qualifications		NVQ II in cleaning or willingness to acquire in post	Application form Certificates