

PERSON SPECIFICATION

Post Title: Cleaner

Salary Scale: Salary Grade B Point 4

Evidence Codes:

AF – Application Form

JRT – Job Related Task

D - Documentation

M - Medical

I - Interview

Job Criteria				
	Essential	Source of Evidence	Desirable	Source of Evidence
Experience	Be able to demonstrate experience in the following:			
	Cleaning in an organisation or business	AF/I	Operation of commercial cleaning equipment and use of utensils	AF/I
			First Aid at Work Certificate	AF/I
Qualifications	Knowledge /skills equivalent to national qualifications level 1.	AF/I		
	Willingness to undertake training when required			
Skills and Knowledge	Be able to demonstrate skills and knowledge in the following:			
	Aware of and can perform duties in line with Health and Safety procedures and Safe Working practices	AF/I	Understanding of COSHH	AF/I
	When to use correct protective clothing/equipment	JRT/I		
	Able to identify potential hazards and take appropriate action	JRT/I		
	Operate domestic and industrial cleaning equipment and materials in an efficient	JRT/I		

	and safe way and in line with procedures (COSHH)			
	Ability to complete cleaning tasks to a high standard	JRT		
	Ability to work effectively as part of a team	AF/I		
	To communicate effectively with a range of people, both orally and in writing in English	AF/I/JRT		
	Effective prioritisation skills	JRT		
Other factors	Show initiative in dealing with security/safety issues when in a lone working situation	AF/I		
Personal qualities	Able to follow clear instructions and set routines and work to a set pace as directed	JRT		
	To work with concentration and care	JRT		
	Motivation to work within an educational setting	I		
	Ability to maintain personal boundaries with children	JRT/I		
Job Circumstances	Medical clearance subject to reasonable adjustments under the Equality Act 2010 (where appropriate)	M		
	Enhanced Criminal Records Bureau clearance	D		
Equalities	Understanding of and commitment to Inclusion and Equality in respect of the whole school and wider community.	I		