



St Andrew's C of E First School

Person Specification – Cleaner

	Essential	Desirable
Knowledge & Experience		
Experience of general cleaning including furnishings and fittings, carpets and other floor surfaces on a regular basis	✓	
Experience of using cleaning materials in a safe manner	✓	
Experience of working in a school environment		✓
Previous training/experience relating to Health and Safety within a cleaning environment and COSHH regulations		✓
Be prepared to undertake training in safe working practices and health and safety legislation relating to cleaning, manual handling, cleaning and the use of equipment and materials (including COSHH)	✓	
Skills & Abilities		
Ability to use own initiative as well as working within a team environment	✓	
Ability to be attentive to detail	✓	
Ability to understand and carry out verbal and written instructions	✓	
Ability to organise and prioritise work	✓	
Ability to work flexibly as the need arises	✓	
Personal Qualities		
Commitment to achieving a high standard of cleanliness and hygiene	✓	
Enthusiasm and a positive outlook	✓	
Excellent attendance and punctuality	✓	
Able to communicate effectively	✓	
Responsible, honest and reliable	✓	
Good personal organisation	✓	
Sense of humour		✓

Notes

- The job description allocates duties and responsibilities. It does not direct the particular amount of time to be spent in carrying them out and no part of it may be so construed. In allocating time to the performance of duties and responsibilities, the post holder will have regard to the needs and priorities of the school.
- The job description is not a comprehensive definition of the post and you may be required to undertake such tasks appropriate to the level of appointment as the line manager may reasonably require. It may be reviewed annually or earlier if necessary. You may discuss your job description with your line manager or the Headteacher at any arranged time.