THE MAELOR SCHOOL

JOB DESCRIPTION

POST: CLEANER

JOB PURPOSE:

Responsible under the direction of the Headteacher, or designated person for ensuring that the school premises are clean.

To carry out duties for the cleaning of classroom areas as required by the Headteacher, or designated person.

DIMENSIONS

(as per school)

MAIN DUTIES AND RESPONSIBILITIES

- To sign in and sign out daily and complete any required paperwork.
- To carry out any reasonable instructions from the Headteacher or designated supervisor relating to the cleaning of school premises.
- Hoovering, polishing, dusting offices and classrooms and emptying bins.
- Use of mechanical scrubber to clean sports hall floor.
- Polish floor with buffing machine.
- Toilet areas, disinfecting, mopping, emptying bins, toilet sanitising.
- Corridors polishing, hovering and wiping edges.
- Stairways hovering or mopping, wiping edges.
- Undertake other duties as required by your Headteacher and/or Supervisor.

CONTACTS

- Work as part of the cleaning team.
- Members of staff in the school, pupils, governors

RESOURCES

Proper use of appropriate cleaning materials and responsibility for their safekeeping

THE MAELOR SCHOOL

PERSON SPECIFICATION

POST: CLEANER

PURPOSE: To carry out domestic cleaning duties.

ITEM	ESSENTIAL	DESIRABLE
Qualifications		COSHH
Experience		Experience of operating cleaning machinery
Knowledge and Skills	Health and Safety	Manual Handling