

PITTVILLE SCHOOL

JOB DESCRIPTION



JOB TITLE:

Section: Site Management POST: CLEANER	Point: Rate:	Conditions: Term Time Only +20 days holiday cleaning
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JOB PURPOSE:

- Work as part of the site cleaning team in a designated area of the school or as directed by the Premises Manager.

MAIN DUTIES AND RESPONSIBILITIES:

- Cleaning classrooms, entrances corridors, stairwells and lavatories
- Vacuuming, dusting wet & dry mopping
- Occasional use of mechanical cleaning equipment and buffing machines (on-site training given as appropriate)
- Replenishing stocks and reporting any shortcomings or issues to Premises Manager or Cleaning Supervisor.
- Any other reasonable cleaning task as requested by the Premises Manager or Cleaning Supervisor

SUPERVISORY RESPONSIBILITY:

- Premises Manager/ Cleaning Supervisor

SUPERVISION RECEIVED:

- Line managed by Premises Manager

HEALTH AND SAFETY

- To ensure that all health and safety instructions are followed and that all reasonable care is taken not to do anything that might endanger the post holder or others.
- To report to the line manager, or person in authority any dangerous situation in the workplace or any perceived shortcoming in health and safety arrangements.
- Pittville School operates a no smoking policy.
- Take part in regular Health and Safety and Safeguarding training as required by the school.

SPECIAL CONDITIONS

This job description sets out the main duties of the post at the date when it was drawn up. Such duties may vary from time to time without changing the general character of the post or the level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the grading of the post.

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

All positions are subject to an enhanced DBS check as standard practice.