**Person Specification: Cleaner**

The following outlines the criteria for this post. Applicants should describe in their application how they meet these criteria.

**General**

To undertake any training commensurate with the post.

All employees are expected to show a responsible attitude to health and safety issues and have due regard for their personal safety and that of others.

To support, uphold and contribute to the development of the school's equal rights policies and practices in respect of both employment issues and the delivery of services to the community.

The duties above are neither exclusive nor exhaustive and the post holder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade.

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|  | **CRITERIA** |
| **QUALIFICATIONS** | You do not need previous specific experience or qualifications. Recent school leaves will have evidence of basic educational achievements or qualifications. |
| **EXPERIENCE** | Previous cleaning experience an advantage |
| **SKILLS AND ABILITIES** | Use of a range of basic cleaning equipment, etc  Able to communicate factual information politely and courteously  Has everyday spoken skills e.g. face-to-face conversations  Able to listen, observe and report information to supervisor  Ability to use basic equipment or machinery |
| **KNOWLEDGE** | Understands and able to apply Health and Safety procedures relevant to the job such as:   * manual handling; * safe use of machinery and/or equipment; * COSHH ; * First Aid and Hygiene Practice; * lone working procedures and responsibilities * Able to recognise and to deal with emergency situations |