

Outline Job Description

Post Held	Cleaner
Pay Range	Hourly Rate <i>Employees are eligible for membership of the local government pension scheme.</i>
General Duties	To work as part of the “In house cleaning team” to complete cleaning tasks as set out in the School cleaning specification.
Main Duties	<p>Cleaning of the School Premises.</p> <p>To operate cleaning equipment in accordance with instructions.</p> <p>To collect waste and recycling from work areas and remove to collection point.</p> <p>To replenish consumable items in washrooms and WCs, including toilet paper and hand towels.</p> <p>Report any hazard, defects or faults to Premises Manager or Cleaning Supervisor, enter into cleaners repairs book.</p> <p>Follow safeguarding procedures as outlined by the DCPC and listed within relevant policies</p>
Health & Safety	<p>To have regard for own health and safety and that of others.</p> <p>To follow emergency procedures and fire drills.</p> <p>To complete induction training.</p> <p>To learn under instruction cleaning methods and the use of cleaning materials.</p> <p>To learn under instruction how to clean hard floor surfaces, carpets and barrier matting using buffing, scrubbing and carpet cleaning machines.</p>
Responsible to	Cleaning Supervisor.