

Herne Bay High Specialist School & Sports College

Cleaning Team Leader

Person Specification

For performance management purposes the core competencies of this role are:

Communication Skills

Communicates clearly and concisely in both orally and in written form. Listens and processes information effectively. Shares information with others. Provides clear and timely instructions and guidelines.

Interpersonal Skills

Able to interact effectively, courteously and tactfully. Effective team leader and player.

Quality of Work

Strives to achieve highest standard, meets deadlines and provides dependable results.

Reliability, Attendance and Punctuality

Attendance is dependable and punctual.

Decision Making

Able to gather facts and identify and implement solutions as applicable to the responsibilities of the post.

Initiative

Takes charge of situations as necessary, acts independently as appropriate.

Behaviour and Attitude

Treats colleagues with respect and dignity. Motivates others. Displays a flexible, proactive and "can do" approach. Takes a pride in the school and own standard of work and encourages others to do the same. Operates with integrity, honesty and in a manner that protects confidentiality. Works well under pressure. Works within policies and procedures and with consideration of own health and safety and that of others.

Training and Development

Takes a positive and proactive approach to training and development. Welcomes opportunities to learn new skills and to share own experience and knowledge to others. Effectively applies new knowledge gained.