

 Stretford High School <small>Learning today, leading tomorrow</small>	Typically reports to
Role Title: Cleaner Band 1 (scp 7 to 10) Part Time, hours to be discussed at interview.	Site Manager
Purpose of the role (job statement)	
To assist the Governors and Headteacher in ensuring that all staff, students and other users of the school enjoy a healthy and safe teaching and learning environment. To work as part of the site team, cleaning designated areas of the school premises to ensure that they are kept in a clean and hygienic condition, and to the highest possible standards.	
Principal Responsibilities	
<ul style="list-style-type: none"> * The person appointed, in addition to carrying out key duties particularly assigned by the Headteacher, will. * In consultation with the site manager ensure that all areas of the site are safe, secure, clean and attractive. * Clean, wash, sweep, vacuum, polish and dust designated areas (which may include toilets and shower areas) and fixtures & fittings, empty litter bins and use powered equipment where appropriate. * Empty litter bins and dispose of waste appropriately. * Report major faults to the site manager at the earliest opportunity as they occur. * Undertake any training courses or develop new skills as required for the post. * Any other duties commensurate with the grading of the post as directed by the Headteacher. 	
Additional:	
<p><i>Health & Safety</i> - to operate safely within the workplace with regard to the School's Health and Safety policies, procedures and safe working practices. To be responsible for the health and safety of self and others.</p> <p><i>Equality & Diversity</i> - to work within the School's Equalities and Diversity Policy, embracing through personal example, open commitment and clear action that diversity is positively valued, resulting in access for all by ensuring fair treatment in employment, service delivery and external communications.</p> <p><i>Customer Care</i> - to continually review, develop and improve systems, processes and services in support of the School's pursuit of excellence in service delivery. To recognise the value of the people in the school as a resource.</p> <p><i>Policies</i> - to work at all times within the established practices and policies of the School.</p> <p><i>Confidentiality</i> - to adhere to the School's policies and procedures on confidentiality and the management and sharing of information.</p>	
Indicative qualifications, knowledge, skills and experience (E=essential, D = desirable)	
<ul style="list-style-type: none"> • Knowledge of procedures for undertaking commercial cleaning duties, use of cleaning equipment and relevant Health and safety requirements - Essential • Ability to follow cleaning, waste disposal and equipment storage routines safely and effectively and to reports hazards appropriately - Essential • Knowledge and skills equivalent to (or willing to work towards an appropriate) NVQ level 2 - Desirable • Ability to communicate effectively with line manager and colleagues - Essential • Ability to work as part of a team - Essential • Evidence of commitment to personal development and that of others - Desirable 	
JD Created September 2013	J Haseldine