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| **Employee Specification Form** | Post Number | |  | |
| Job Title | | Buildings (Cleaner) Band B | |
| Department | | Ganneys Meadow Casual Contract | |
| Prepared by and date | | Kathryn Kennedy | |
|  | | | | |
| **Essential Personal Attributes** | Stage Identified | **Desirable Personal Attributes** | | Stage Identified |
| **Qualifications** |  | * National Qualification Level 1 (or equivalent) in cleaning | |  |
| **Experience**   * Working to procedures * Ensuring clean, safe and healthy environment for staff and pupils * Safe use and storage of equipment and materials. |  | * Working as part of a team * Previous cleaning experience | |  |
| **Knowledge and skills**   * Knowledge of cleaning processes and COSHH regulations * Good interpersonal and communication skills * Operating cleaning equipment * Ability to undertake cleaning tasks as allocated * Maintain high standards of cleanlimness and respond to actions identified verbally or in audits for improvments |  | * Knowledge of health and safety issues | |  |
| **Special Requirements**   * Reporting hazards or problems with equipment to senior staff * Regular physical effort such as bending and stretching, pulling or pushing cleaning equipment * Work effectively within a team * Ability to follow instructions and guidance from cleaning supervisors |  | * Ability to use initiative * Ability and willingness to attend training course when required to do so | |  |