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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 |
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| **Essential Personal Attributes** | Stage Identified | **Desirable Personal Attributes** | Stage Identified |
| **Qualifications** |  | * National Qualification Level 1 (or equivalent) in cleaning
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| **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
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| **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

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| **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

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