

| Role Title | | Typical job title | | |
|--|--|---|--|--|
| Cleaner | | Cleaner | | |
| | | Date of profile | | |
| | | 20 April 2010 | | |
| Purpose of the role (job statement) | | | | |
| To undertake cleaning duties to maintain a high standard of cleanliness within the school, as directed. | | | | |
| Responsibilities | | | | |
| Key duties: <ol style="list-style-type: none">1. Undertake cleaning of allocated areas in line with specified standards and as directed2. Operate / use domestic and industrial cleaning equipment and materials, following appropriate training3. Store allocated equipment and materials safely and securely4. Perform duties in line with health and safety regulations (COSHH) and take action where hazards are identified, report serious hazards to line manager immediately5. Handle cleaning materials in line with COSHH regulations6. Collect and dispose of waste7. Refill and replace soap, towels and other consumables. Individuals in this role may also: <ol style="list-style-type: none">1. Undertake specialised cleaning programmes during school closures or other designated periods. | | | | |
| Indicative knowledge, skills and experience | | | | |
| <ul style="list-style-type: none">• Knowledge / skills equivalent to current national qualifications level 1.• Cleaning skills and experience. | | | | |
| Job Evaluation Assessment | | | | |
| Factor | | Relevant Job Information | | |
| A | Knowledge and skills | Requires knowledge of procedures for undertaking cleaning duties, use of cleaning equipment, relevant health, safety and COSSH requirements Knowledge and skills equivalent to national qualifications level 1. | | |
| B | Communication skills | Exchange of information with supervisor, head teacher, possibly other teaching staff. | | |
| C | Analytical skills | Follows pre-determined cleaning routines and standards and reports hazards or problems with equipment to senior staff. | | |
| D | Responsibility for staff | May demonstrate cleaning duties to new or less experienced staff. No formal supervisory responsibility. | | |
| E | Responsibility for pupils | No responsibility for pupils. Contact with pupils is incidental. | | |
| F | Decision-making | Undertakes cleaning tasks under the direction of senior staff and standard work plans, as allocated. | | |
| G | Responsibility for Physical, Financial and Information Resources | Responsible for using and storing equipment and consumables. | | |

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| H | Physical demands | Requires regular physical effort such as bending and stretching, pulling or pushing cleaning equipment with occasions of more intense effort, such as moving furniture. | | |
| I | Emotional demands | Exposure to difficult or emotionally demanding situations is infrequent. | | |
| J | Mental demands | Works to set procedures, interruptions infrequent. | | |
| K | Working conditions | Work in conditions that are generally unpleasant, including cleaning toilets, dealing with waste and responding to minor hazards. | | |
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