**PERSON SPECIFICATION – Cleaner, Bernard Gilpin Primary School**

| | APPLICATION CRITERIA | | METHOD OF ASSESSMENT |
|---|---|---|---|
| | **ESSENTIAL** | **DESIRABLE** | |
| **Experience & Knowledge** | Experience of undertaking a range of cleaning duties e.g. vacuuming, dusting, mopping, cleaning toilet facilities, disposing of waste etc. | Experience of being a Cleaner in a school<br><br>Knowledge of Health & Safety regulations as they relate to the operation of cleaning equipment and materials.<br><br>Knowledge of COSHH and the safe use of chemicals.<br><br>Knowledge of cleaning best practice.<br><br>Knowledge of safeguarding and experience of contributing to a safeguarding culture of vigilance | Application form/Interview/ References |
| **Skills** | Good organisational skills and ability to act on own initiative and manage time effectively<br><br>Ability to deliver high quality service tailored to needs of school<br><br>Good verbal communication and able to listen to others<br><br>Good reading and maths skills to manage cleaning fluids | Ability to develop knowledge or experience of use of:<br>• floor cleaning machines<br>• correct colour coding in cleaning<br>• correct use of cleaning chemicals | Application form/Interview/ References |
| **Personal Attributes/work-related circumstances** | Willingness to clean any area of the school as requested by the line manager<br><br>To be able to work effectively as part of a team.<br><br>Willingness to take personal responsibility for the standard of work carried out.<br><br>Willingness to participate in further training and development opportunities offered by the school.<br><br>High level of professional integrity and confidentiality<br><br>Punctual, reliable and trustworthy | Willingness to be flexible as required to cover e.g. school events | Application form/Interview/ References |

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| | A reasonable level of fitness<br><br>Willingness to abide by all organisational policies and procedures<br><br>Ability to meet the travel requirements of the post<br><br>Ability to work unsocial hours | | |