

**PREAMBLE**

The cleaning team is responsible for the maintenance of high standards of cleanliness throughout the school. Each cleaner is responsible for an area and is expected to clean to the frequency and standard as directed. As required by the Cleaning Manager/Supervisor, to meet the school’s needs, cleaners may be tasked to clean other areas of the school within their allotted hours.

**JOB DESCRIPTION**

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| Position: | Cleaner |
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| Place of work: | Nottingham High School |
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| Responsible to: | Head Chef |
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**Primary Purpose:**

To maintain the highest standards of cleanliness within your area of responsibility.

**Principal Objectives:**

1. Support the smooth running of the kitchen potwash and dishwasher to ensure hygiene standards are maintained in the kitchen.
2. Scrape plates and stack dirty pots to ensure smooth running of the potwash and dishwasher.
3. Clean allocated area to the standards and frequency required by the Chef.
4. Comply with documented procedures and health and safety instructions.

3. Maintain stocks of cleaning materials, reporting to the Head Chef when stocks need replenishing.

4. Deep cleaning as directed by line management.

5. Carry out any other task or duties deemed reasonable by line management.

**PERSON SPECIFICATION**

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| Selection Criteria | Essential (E) or Desirable (D) | Where evidenced: Application (A) Interview (I) References (R) or Assessment Task (T) |
| Qualifications |  |  |
| NVQ level 2 in Cleaning and Support Service Skills or equivalent | D | A,I |
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| Experience |  |  |
| Experience of undertaking general cleaning duties in a non-domestic environment | D | A,I |
| Experience of undertaking cleaning duties in a school | D | A,I |
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| Skills and Knowledge |  |  |
| Use of floor cleaning machinery | D | A,I |
| Use of upholstery cleaning machinery | D | A,I |
| Awareness of Control of Substances Hazardous to Health (COSHH) | D | A,I |
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| Competencies and Personal Attributes |  |  |
| Flexibility to change according to the demands of the job | E | A,I |
| Punctual, reliable and trustworthy | E | A,I |
| Willingness to undertake training | E | A,I |
| Effective time management | E | A,I |
| Ability to work with limited supervision | E | A,I |
| Ability to communicate clearly, understand and follow instructions | E | A,I |
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| Business Requirements |  |  |
| Physically fit, able to lift heavy objects and work standing up for long periods | E | A,I |
|  |  |  |

**Essential Requirements** are those without which a candidate would not be able to do the job. Applicants that fail to demonstrate where required that they can fulfil ALL of the essential requirements will not be shortlisted. **Desirable Requirements** are those which would be useful for the post-holder to possess and will be considered when more than one applicant meets the essential requirements.

If evidence is required on the application form there will either be a specific section in which to enter the details or you should explain how you meet the requirement in free text at Section 7 of the application.

**This role constitutes Regulated Activity and an enhanced Disclosure and Barring Service disclosure, with a check of the Children Barred List, is required for this position in addition to other pre-employment checks.**

April 2019