

Job Title: Cleaner

Responsible to: Cleaning Supervisor

Purpose: To be willing to work in a range of college buildings and be capable of moving furniture etc. for cleaning purposes.

Duties:

1. To undertake, as directed by the Cleaning Supervisor, all aspects of day to day cleaning in the college buildings including dusting, polishing, vacuum cleaning, scrubbing and polishing floors where appropriate, cleaning windows, toilets and washbasins etc. when appropriate.
2. To work in the full range of college buildings e.g. offices, classrooms, corridors, laboratories, sports and social areas.
3. To undertake all aspects of end of term cleaning as directed by the Cleaning Supervisor. Tasks will include washing walls, scrubbing furniture, shampooing carpets and upholstery etc.
4. To empty waste bins and to dispose hygienically of all rubbish.
5. To refill sanitiser dispensers and replenish hygiene supplies.
6. To comply with Health and Safety rules.
7. To attend meetings and training as required during normal working hours or outside by agreement.
8. To prioritise the safeguarding of all students and participate in training on safeguarding matters.
9. To contribute to the elimination of unlawful discrimination, harassment and victimisation; advance equality of opportunity and foster good relations between people who share a protected characteristic and those who do not.
10. To undertake other duties as may reasonably be required by the Principal.

PERSON SPECIFICATION

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You must be hard working, and reliable. You will demonstrate an ability to undertake appropriate tasks effectively and efficiently and show flexibility in all aspects of such work. Experience as a Cleaner is an advantage but more important is that you take a pride in your work, are a team player and physically fit to do the work. For daytime work, you must be comfortable working in a busy college environment alongside students and staff.

July 2020