



Job Description – Cleaner

Required April 2024

Approx. 10 hours per week (zero hours contact)

Priory Park Community School are seeking to appoint an experienced and enthusiastic cleaner.

Working under the direction of the Senior Leadership Team, you will be responsible for cleaning designated areas within the school, to ensure they are kept in a clean and hygienic condition. This may include the following tasks:

- Mopping
- Sweeping
- Vacuuming
- Polishing and dusting
- Emptying litter bins.

You will need to provide an outstanding service and maintain a professional attitude and appearance at all times. You will also have an awareness of health and safety responsibilities and an eagerness to gain experience and to participate in staff training as and when required. The successful candidate must have proven good attendance and punctuality.

To find out more about working at Priory Park Community School, please contact the school office on 01384 813640 or email office@prioryparkschool.co.uk for more details.

Closing date for applications: 12noon Friday 23rd February 2024

Interviews will take place week commencing Monday 26th February 2024.

To apply for the position please complete an application form which can be found on our website at: <https://prioryparkschool.co.uk/vacancies/>



JOB DESCRIPTION

Post:	Cleaner
Location:	Academy based
Salary:	PPCS Grade 1 (£10.50 per hour)
Contract:	Zero Hours, approx. 10 hours per week
Status:	Term Time only + 4 weeks holiday clean
Reports to:	Senior Leadership Team

Purpose of the post:

To undertake individually the cleaning of designated areas and associated accommodation to ensure they are kept in a clean and hygienic condition.

Key Duties / Responsibilities

1. To carry out general cleaning duties as directed by the appropriate supervisor which may include the following tasks:-
 - Mopping
 - Sweeping
 - Vacuuming
 - Polishing and dusting
 - Emptying of waste bins
2. To undertake training in the cleaning of building interiors.
3. To clean toilet facilities and associated tasks required to achieve a high quality of cleanliness.
4. To clean fixtures and fittings.
5. To use mechanical cleaning equipment as directed.
6. To ensure the safe use of chemicals, machinery and equipment when carrying out the cleaning function, in compliance with current COSHH and Health & Safety Legislation.
7. To report defects or breakdown of equipment to the Senior Leadership Team
8. To store equipment and cleaning materials in a safe, clean and tidy condition as directed



9. To transfer all collected waste bags to designated collection points.
10. To participate in staff training and development processes.
11. To contribute to the overall performance of the school team through personal performance and pro-active working.
12. To undertake any other duties appropriate to the post as may be required.