

THE KING'S SCHOOL IN MACCLESFIELD



CLEANER

JOB DESCRIPTION

Job Title	Cleaner
Purpose	To ensure that standards of cleanliness are achieved in accordance to specification, standards and satisfaction of the school and the Senior Management Team.
Reports to	Cleaning Manager and Estates Manager
Responsibilities	<p>The precise delineation of responsibilities will inevitably develop over time and will need to be flexible, but will include:</p> <ul style="list-style-type: none">• Cleaners are expected to provide a flexible service and will be required to move cleaning areas at the discretion of the cleaning supervisor and SMT.• Ensure all designated areas are cleaned in accordance with the standards laid down by the school and in accordance with the cleaning schedule• Remove all refuse from your area of work to the designated refuse disposal area• Work in a safe manner in accordance with health and safety legislation and within the requirements of the school health and safety policies• Replenish cleaning materials and other consumables as necessary with approved products to ensure daily cleaning can be completed in accordance with the cleaning schedule• Attend training sessions and team briefings as requested by the cleaning supervisor/SMT• Be flexible in hours of attendance especially during school holidays when start and finish times may need to be altered as a consequence of other work being undertaken within the school. <p>Other duties as may be assigned from time to time by a member of the Senior Management Team.</p> <p>This is not an exhaustive list and may vary as the school's requirements change.</p>

Terms	<p>This role has various shift patterns available, including zero hours to account for sickness and holiday cover. Hours are subject to change dependent on the needs of the school.</p> <p>Please contact Shane McNulty, Cleaning Manager, for further details on Shane.McNulty@kingsmac.co.uk or telephone 07743 885536.</p> <p>King's is strictly a no smoking site.</p> <p>Rate of pay: £9.75 per hour.</p> <p>All cleaners must attend work clean, tidy and well-presented wearing identification badge and appropriate uniform. Uniform will be provided.</p> <p>For permanent contracted cleaning staff, you will be entitled to all English Bank Holidays plus 18 days holiday, plus four mandatory Christmas Shutdown days. After five years' service, this will increase to 23 days holiday, plus four Christmas Shutdown day and English Bank Holidays.</p> <p>Holidays must be taken in normal school holiday periods and subject to satisfactory staffing levels.</p> <p>All cleaners are expected to be fit and able to perform the full cleaning duties and be flexible in the areas that they are requested to clean.</p>
Key skills	<ul style="list-style-type: none"> • Ability to clean in accordance with the cleaning schedules • Must be self-motivated with a good eye to detail • Ability to manage your time and work effectively • Physically fit and the ability to lift within reasonable limits • He/she should be capable of working as a team member, taking instruction and direction; be enthusiastic, punctual and reliable.