

## Person Specification: Cleaner

	<b>Minimum Essential Requirements</b>	<b>Desirable</b>	<b>How Identified</b>
Application	<ul style="list-style-type: none"> <li>Fully supported by 2 references</li> <li>Well-structured supporting statement outlining skills, knowledge and expertise that has prepared the candidate for this post.</li> <li>High standard of presentation</li> </ul>		Application
Qualifications	<ul style="list-style-type: none"> <li>Willingness to participate in relevant training and development opportunities</li> </ul>	<ul style="list-style-type: none"> <li>A BICS or equivalent qualification</li> </ul>	Application/ Interview
Knowledge & Experience	<ul style="list-style-type: none"> <li>An understanding of cleaning processes and procedures</li> <li>A good standard of spoken English</li> <li>Able to work within and apply all relevant school policies and procedures</li> <li>Experience of working as part of a team and under own initiative</li> </ul>	<ul style="list-style-type: none"> <li>NVQ Level 1 in Cleaning</li> <li>Sound knowledge of COSHH and other health and safety practices</li> <li>First Aid Certificate</li> </ul>	Application/Interview
Skills & Abilities	<ul style="list-style-type: none"> <li>Able to understand and follow straightforward spoken and written instructions.</li> <li>Listens, consults others and communicates clearly</li> <li>Strength and dexterity whilst being capable of regular stooping, bending, lifting and carrying of heavy cleaning materials</li> <li>Ability to prioritise workload effectively to meet deadlines.</li> <li>Ability to use cleaning equipment and specialist mechanical aids such as floor buffer</li> <li>Maintain an awareness of surroundings and safe working methods</li> </ul>	<ul style="list-style-type: none"> <li>Excellent and effective communication skills including tact and diplomacy</li> <li></li> </ul>	Application/ Interview
Personal qualities	<ul style="list-style-type: none"> <li>Pleasant, polite and friendly manner</li> <li>An adaptable, supportive and co-operative team member.</li> <li>Fully committed to delivering high standards of cleanliness and hygiene</li> <li>Ability to work outside normal academy hours in line with academy and community needs</li> </ul>	<ul style="list-style-type: none"> <li>A cheerful personality</li> <li>Demonstrate enthusiasm and sensitivity whilst working with others.</li> </ul>	Application/ Interview

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	<ul style="list-style-type: none"> <li>• Being flexible, reliable and having a good measure of integrity whilst maintaining confidentiality</li> <li>• Reliable and keeps good time</li> <li>• A good health and attendance record</li> <li>• A willingness and desire to commit to the ethos, life, policies and practices of the school</li> </ul>		
Safeguarding	<ul style="list-style-type: none"> <li>• Commitment to the protection and safeguarding of children and young people</li> <li>• Ability to form and maintain appropriate relationships and personal boundaries with children and young people</li> </ul>	<ul style="list-style-type: none"> <li>• Has up to date knowledge of relevant legislation and guidance in relation to working with young people</li> </ul>	Application/ Interview