

EDUCATION SERVICES

ST ANNE'S SCHOOL, ALDERNEY

CLEANER

PSE GRADE A

JOB DESCRIPTION

AIMS AND PURPOSE OF THE JOB:

- To clean to the required standard as set by the Education Services, a copy of which can be obtained from the Facilities Manager.
- To be committed to the provision of high quality service to the school.
- To attend any relevant training courses as necessary.
- To work to agreed outputs, quality standards as directed by Line Management.
- To assist in the setting up of seating, displays or other material for meeting, exams and other events.
- The post holder is required to liaise with parents, children, members of staff, in a responsible manner.
- To adhere to the Education's Child Protection Policy guidelines.
- To be an integral part of the staff team.
- The post holder must comply with any other relevant organisational policies.

RESPONSIBLE:

The Cleaners are responsible to the School Caretaker in the first instance and to the Headteacher.

KEY CRITERIA:

ESSENTIAL

1. Proven ability to communicate with team members.
2. Experience of working as a committed team member with proven ability of being adaptable and flexible in the approach to varying workloads.
3. Flexible in working practices.
4. A level of fitness relevant to manual work.
5. The ability to understand verbal instructions
6. An understanding of confidentiality and the ability to maintain that confidentiality.
7. Self-motivated with the ability to use initiative.

DESIRABLE

8. Experience of working in direct contact with the Public.
9. Previous experience within a domestic role.

The above duties are not exhaustive but the job description is current at the date shown, and is a guide to the work the post holder will be required to undertake. This job description will be kept under review and may be subsequently amended or modified in discussion with the post holder to meet changing circumstances.