

Job Description

Cleaner

Post: Cleaner
Line Manager: Premises Manager

Job Purpose

To provide an effective cleaning service, contributing to the smooth running of the Academy and contributing to a safe environment for all users.

Under the direction of the Premises Manager, undertake individually, or as part of a team, the cleaning of location(s) and specialist cleaning to a standard and quality that meet the Academy's specifications.

This post will require physical effort, for example when vacuuming, using cleaning equipment and when moving rubbish, furniture and other equipment.

Main Areas of Responsibility

- In accordance with the Academy's cleaning specification, ensure the cleanliness and tidiness of allocated areas and maintain high and consistent standards
- Duties may include vacuuming, cleaning hard floors with vacuum, mop or buffing machine, dusting, emptying bins and disposing of waste, cleaning toilet and cloakroom areas
- Take initiative to perform cleaning and tidying tasks that are not specifically contained within the cleaning specification but require attention as part of maintaining overall high standards
- Report defects, maintenance requirements, health and safety concerns, or damage immediately to the Premises Manager
- Adhere to the health and safety policy, COSHH, manual handling and security regulations (training will be given)
- Wear PPE (Personal Protective Equipment), when required
- Working as part of a team, support other members of the cleaning team to meet standards and Academy objectives
- The role requires the post holder to work three weeks during the school holidays, when a deep clean of designated areas will take place

Supporting processes:

- Appreciating and supporting the role of other professionals
- Attending relevant meetings, as required
- Participating in training and other activities and performance development, as required

All Kings of Wessex Academy staff are expected to:

- Ensure that the aims, priorities and policies of the Academy and Trust are adhered to
- Act as a positive representative and advocate of the Academy and its students in all circumstances and at all times
- Carry out any other duties as reasonably requested by the Premises Manager or Business Manager
- The Kings of Wessex Academy is committed to safeguarding and promoting the welfare of children and young people and all staff working with these groups are expected to share a commitment to this. You will be expected to report any concerns relating to the safeguarding of children and/or young people in accordance with agreed procedures