

PERSON SPECIFICATION – CLEANER (GRADE 2)

SKILLS / ABILITY / EXPERIENCE	TO DO WHAT?	HOW WELL? NOW OR WITH TRAINING?	IMPORTANCE AT TIME OF APPOINTMENT?
<u>KNOWLEDGE</u> Previous experience of cleaning a large building and using industrial powered cleaning equipment	To clean the school to a high standard	Desirable now, but training will be given	4
<u>INTERPERSONAL & COMMUNICATION SKILLS</u> Ability to communicate verbally with work colleagues	To understand work instructions and to maintain working relationships with colleagues.	Now	5
<u>PHYSICAL DEMANDS</u> Reasonable level of physical fitness required	To undertake cleaning duties and operate machinery.	Now	5
<u>MENTAL DEMANDS</u> Ability to concentrate for short periods of time	To operate machinery safely and in accordance with health and safety requirements.	Now	5
<u>RESPONSIBILITY FOR PHYSICAL RESOURCES</u> To use appropriate equipment and machinery carefully and safely	Cleaning of school premises.	With training	4
<u>RESPONSIBILITY FOR PEOPLE</u> General understanding of key safeguarding issues and procedures	To ensure correct reporting and monitoring of any safeguarding issues arising across the school.	Basis awareness of the sensitivity of these issues now	5



SKILLS / ABILITY / EXPERIENCE	TO DO WHAT?	HOW WELL? NOW OR WITH TRAINING?	IMPORTANCE AT TIME OF APPOINTMENT?
Basic understanding of Health and Safety issues	To maintain appropriate levels of confidentiality and data security in respect of personal/pupil/colleague information. To ensure that duties are carried out in a safe manner and that machinery is operated correctly and safely.	Training in school procedures given. Desirable now, but training given	4

