

<b>Job Type</b>	Support Staff
<b>Post Title</b>	Cleaner in Charge
<b>Vacancy Type</b>	Part Time
<b>Contract Type</b>	Permanent
<b>Hours per week</b>	5 days a week (13.75 hours per week) Mon - Fri: 15:15-18:00 hours
<b>Weeks per year</b>	Term Time plus one week during the summer holiday – 39 weeks per year
<b>Requirements</b>	<p>We are looking for a Cleaner in Charge to join our team who will report to the School Leadership Team</p> <p>The person should have experience of cleaning in a school, should have knowledge of COSHH regulations and health and safety in the workplace. The person must possess a good work ethic, be able to prioritise workload, be flexible and adaptable to change.</p> <p>An element of physical work is involved, therefore, a good level of fitness and health is required.</p>
<b>Description</b>	<p>To ensure that we are a secure and clean site at all times. Duties will include:</p> <ul style="list-style-type: none"> <li>• Responsible for cleaning an area within the school</li> <li>• Managing the team of cleaners and ensuring the site is cleaned on a daily basis</li> <li>• Responsible for training the team of cleaners</li> <li>• Oversee the lettings for the school</li> <li>• Ensure all cleaning supplies are kept safe and secure under COSHH regulations</li> <li>• Maintain cleaning product stock</li> <li>• Secure the building, locking doors and alarming premises</li> </ul> <p>This list is not exhaustive, for a full job description please contact Mrs Julie Reed, School Business Manager for more information.</p> <p>We are committed to safeguarding and promoting the welfare of our children and expect all staff to share this commitment. The successful candidate will be required to undertake an enhanced DBS, medical clearance and two satisfactory references will be required as part of the short-listing process.</p>
<b>Pay Scale</b>	Grade C
<b>Point range</b>	8 - 10
<b>Salary</b>	£16,626 - £16,863 pro rata The salary quoted is the full time equivalent (37 hours 52 weeks per year), part time posts will be paid pro-rata. (Approximate actual salary £5,285 pa)
<b>Closing date</b>	Friday 1 <sup>st</sup> February 2019 5pm



<b>Anticipated interview date (W/C)</b>	4 <sup>th</sup> February 2019
<b>Anticipated Start date:</b>	25 <sup>th</sup> February or as soon as possible (subject to a satisfactory DBS, two references and medical clearance)