

GRADE 1 CLEANER PERSON SPECIFICATION

POST: CLEANER – GRADE 1			
SKILLS/ ABILITY/ EXPERIENCE	TO DO WHAT?	HOW WELL? NOW OR WITH TRAINING?	HOW IMPORTANT AT THE TIME OF APPOINTMENT?
<p><u>KNOWLEDGE</u></p> <p>Previous experience of cleaning a large building and using industrial powered cleaning equipment</p>	<p>To clean the Centre to a high standard.</p>	<p>Desirable now, but training will be given</p>	<p>4</p>
<p><u>INTERPERSONAL & COMMUNICATION SKILLS</u></p> <p>Ability to communicate verbally with work colleagues</p>	<p>To understand work instructions and to maintain working relationships with colleagues. Excited to be working as part of a team with a positive attitude.</p>	<p>Now</p>	<p>5</p>
<p><u>PHYSICAL DEMANDS</u></p> <p>Reasonable level of physical fitness required</p>	<p>To undertake cleaning duties and operate machinery</p>	<p>Now</p>	<p>5</p>
<p><u>MENTAL DEMANDS</u></p> <p>Ability to concentrate for short periods of time</p>	<p>To operate machinery safely and in accordance with health and safety requirements</p>	<p>Now</p>	<p>5</p>
<p><u>RESPONSIBILITY FOR PEOPLE</u></p> <p>General understanding of key safeguarding issues and procedures</p>	<p>To ensure correct reporting and monitoring of any safeguarding issues arising across the Centre; To maintain appropriate levels of confidentiality and data security in respect of personal/pupil/colleague information</p>	<p>Basic awareness of the sensitivity of these issues now. Training in Centre procedures given</p>	<p>5</p>

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SKILLS/ ABILITY/ EXPERIENCE	TO DO WHAT?	HOW WELL? NOW OR WITH TRAINING?	HOW IMPORTANT AT THE TIME OF APPOINTMENT?
Basic understanding of health and safety issues	To ensure that duties are carried out in a safe manner and that machinery is operated correctly and safely	Desirable now, but training given	4
<u>RESPONSIBILITY FOR PHYSICAL RESOURCES</u> To use appropriate equipment and machinery carefully and safely	Cleaning of Centre premises.	With training	4