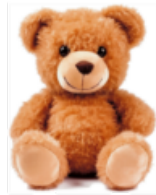


Employee Specification Form



Post Number	M23
Job Title	Buildings (Cleaner) Band B
Department	Ganneys Meadow Casual Contract
Prepared by and date	Kathryn Kennedy

Essential Personal Attributes	Stage Identified	Desirable Personal Attributes	Stage Identified
Qualifications		<ul style="list-style-type: none"> National Qualification Level 1 (or equivalent) in cleaning 	
Experience <ul style="list-style-type: none"> Working to procedures Ensuring clean, safe and healthy environment for staff and pupils Safe use and storage of equipment and materials. 		<ul style="list-style-type: none"> Working as part of a team Previous cleaning experience 	
Knowledge and skills <ul style="list-style-type: none"> Knowledge of cleaning processes and COSHH regulations Good interpersonal and communication skills Operating cleaning equipment Ability to undertake cleaning tasks as allocated Maintain high standards of cleanliness and respond to actions identified verbally or in audits for improvements 		<ul style="list-style-type: none"> Knowledge of health and safety issues 	
Special Requirements <ul style="list-style-type: none"> Reporting hazards or problems with equipment to senior staff Regular physical effort such as bending and stretching, pulling or pushing cleaning equipment Work effectively within a team Ability to follow instructions and guidance from cleaning supervisors 		<ul style="list-style-type: none"> Ability to use initiative Ability and willingness to attend training course when required to do so 	