



HENLEY-IN-ARDEN
SCHOOL
Achieving Excellence Together

Henley in Arden School

Person Specification



Post Title:	Cleaner	Salary Grade:	A
Location:	Henley in Arden School	Salary Range:	£22,366 - £22,737 (Full Time Equivalent)
Department:	Site Team	Weeks:	Term time plus 4 weeks (43 weeks)
Responsible to:	Site Manager, Facilities Manager, Associate Headteacher	Hours:	15 hours per week Monday to Friday 6am to 9am, or 3.25pm to 6.25pm
	Essential Criteria	Desirable Criteria	Measured by
Education and Qualifications	<p>A reasonable standard of literacy and numeracy</p> <p>A willingness to undergo future training and development</p>	<p>Qualifications in Cleaning operations, management, training etc.</p> <p>Qualifications in any trades relevant to the post.</p> <p>Health & Safety Training e.g. working from heights, manual handling etc.</p> <p>First Aid qualification</p>	Application /Certificates
Skills and Abilities	<p>Be self-motivated and demonstrate ability to work on own initiative.</p> <p>Ability to carry out manual handling and other physical tasks</p> <p>Good communication skills with the ability to talk with school staff, pupils, parents and contractors</p> <p>Basic understanding of IT</p>	Additional skills and interests which would be of benefit to the school	Application/Interview
Experience	<p>Daily cleaning experience</p> <p>Deep cleaning experience</p>	Experience of working in an education or public sector organisation.	Application/Interview
Knowledge	Basic knowledge of relevant Health & Safety legislation relative to the post.		Application/Interview

Other Requirements	Reliable and enthusiastic towards work Flexibility towards working patterns Team-player		Interview
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Person Specification reviewed by: A Smith

Date: July 2024