

DURHAM TRINITY SCHOOL & SPORTS COLLEGE

JOB DESCRIPTION – Cleaner

GRADE: Grade 1

HOURS: 17.5 hours per week (term time plus 3 weeks during school holidays)

DUTIES:

Cleaning designated areas of the school in accordance with Durham County Council cleaning specifications, and to ensure these are kept in a clean and hygienic condition on a daily, weekly, and monthly basis as instructed by the Cleaning Supervisor.

- To clean designated areas of the school as allocated by the Cleaning Supervisor. These areas may be changed, depending on the needs of the school.
- Cleaning, washing, sweeping, vacuum cleaning in a variety of teaching areas:
 - Cleaning of public areas, corridors, etc. children's and staff toilets.
 - Emptying of litter bins
 - Polishing and dusting of fixtures and fittings.
 - Cleaning of all touch points
 - Where appropriate use of powered equipment.
 - To keep appropriate light equipment, machinery and cleaning cupboard in a clean and hygienic condition
 - To follow Health and Safety codes and Health and Hygiene code of practices in relation to cleaning, e.g. COSHH, siting of warning cones, etc.
 - To report faulty equipment to the Cleaning Supervisor as necessary.
 - Any other cleaning duties as directed by the Director of Resources.
- A willingness to undergo training (including Safeguarding training & updates, etc.) as and when required for the job.
- You will be issued with protective clothing such as tabard/overall, rubber gloves and these should be worn at all times for your protection. You are to be responsible for laundering the garments and the Director of Resources will decide when articles need replacing.
- To work as part of a team.
- To support the school's behaviour and other policies, rewarding appropriate behaviour with praise and making relevant staff aware of inappropriate behaviour.
- To present oneself as a role model to pupils in speech, dress, behaviour and attitude.
- The post holder may undertake any other duties that are commensurate with the post.