



CLEANER JOB DESCRIPTION & COMPETENCIES

Capsule Job Profile - Cleaner	Competencies	Qualifications and Training	Essential	Desirable
Main Duties include To carry out the daily cleaning and laundry of the nursery school: <ul style="list-style-type: none"> - Carry out the cleaning of the school to agreed standards. - To clean all floors including mopping and vacuuming, cleaning internal surfaces, toilets, and kitchen areas. - Report hazardous spillages and clear up in a timely fashion. - Identify issues of concerns and refer to appropriate person in school. - To check all equipment prior to work being carried out - Ensure hygiene and health and safety of colleagues, children and self is adhered to at all times in accordance with relevant policies and procedures - Undertake annual cleaning activities as instructed by the Office Manager & Headteacher - Report low stock levels of supplies to Office manager in accordance with agreed procedures - To launder linen, towels, tea towels, children's clothing and other similar articles. - To implement any other of the nursery school policies and procedures as relevant to the post. - Maintain confidentially - To attend training and staff meetings as required. - To assist in moving furniture if required - To undertake any other duties which may become necessary to ensure the successful running of the Nursery. 	Experience of cleaning and laundry tasks; Experience of working in a multicultural area. Able to follow instructions Able to communicate effectively with colleagues Able to work independently and as part of a team Able to maintain an orderly and safe working environment Awareness of health and safety and understanding of manual handling guidance Able to operate cleaning equipment safely A level of physical fitness compatible with housekeeping and laundry tasks, including lifting and carrying; Able to effectively manage more than one task at the same time. Able to show initiative. Good standard of written and spoken English	No formal qualifications required Post holder is willing to participate in induction training in connection with the role Comply with control of substances Hazardous to Health (COSHH) regulations Able to develop knowledge and experience of the appropriate use of cleaning materials and equipment. Commitment to continuous personal development and a willingness to undertake further training To undertake online training which involves a basic level of competency on the PC in regards to Food Hygiene, Fire awareness & Safeguarding.	✓ ✓ ✓ ✓	✓