



St Peter's Catholic Primary School  
 Lichfield Road Bloxwich Walsall WS3 3LY  
 Tel: (01922) 710872  
 Email: [postbox@st-peters.walsall.sch.uk](mailto:postbox@st-peters.walsall.sch.uk)  
 Website: [www.st-peters.walsall.sch.uk](http://www.st-peters.walsall.sch.uk)  
 Head Teacher: Mrs K Hinton  
 Deputy Head Teacher: Miss M Crowley



## CLEANER - JOB SPECIFICATION

JOB TITLE Cleaner	Indicate when Assessment is possible: at Application form=A interview=I both=A/I test = T	WEIGHT CODE shows relative importance Low=1 Medium=2 High=3
Using the Job Description consider what essential behaviours, abilities and knowledge are required by a person to perform each of the main activities and accountabilities of the job safely and effectively.		
<b>Behaviours:</b>		
<b>Professionalism</b> - Actively seek ways to prevent over-complication or confusion of service delivery through innovation, being open to change and the removal of barriers including challenging negative behaviours.	I	3
<b>Leadership</b> - Leads by example, optimising those resources allocated, Communicates clearly taking account and welcoming feedback. Takes a positive and resilient approach to change understanding the longer-term vision of the school and service areas.	I	3
<b>Accountability</b> - Adopt a 'can do' attitude in the work that I deliver taking accountability for my own performance and development and responsibility for my actions and decisions. I will demonstrate inclusivity and promote the values of diversity and equality.	I	3
<b>Transparency</b> - Work with others to reach a common goal; sharing information, supporting colleagues and searching out expertise and solutions from relevant partners and/or communities we serve.	I	3
<b>Ethical</b> - Aware of own impact on others through valuing openness, treating everyone with respect and listening carefully to understand the views of others in order to build trust.	I	3
<b>Abilities/Skills:</b> (refer to JE guidance document)		
Ability to clean a variety of premises including offices, corridors, toilets, classrooms, etc.	A/I	3
Trained or willingness to be trained, in the use of chemicals, upright and tub vacuum cleaners, polishing and vac assisted polishing machines and all associated equipment.	A/I	3
Ability to work effectively as part of a team.	A/I	3
Experience or ability to work without day to day supervision.	A/I	3
Awareness of the safe use and storage of cleaning equipment in the workplace.	I	3
Ability to ensure a safe working environment in line with the H&S at work act 1974.	I	3

Discretion with confidential information.	I	3
Willingness to work in any building or part of building as directed.	I	2
Prepared to work morning, afternoon or early evening as necessary.	A/I	2
The ability to communicate verbally with customers and provide advice and/or information in accurate spoken English is essential for the post	I	3
<b>Knowledge/Experience:</b> specify type, level and qualitative (not quantitative required); if any.		
Experience of cleaning a variety of premises.	A/I	3
Evidence of continuous professional development (where applicable)		
<b>Qualification:</b> Specify any qualifications that are a minimum requirement, please include any equivalent qualifications that would be deemed acceptable or if this can be obtained through on the job experience.		
<b>Other Essential Requirements</b>		
An awareness of, and commitment to, equality of opportunity	I	3
Awareness of, and commitment to, confidentiality and handling data	I	3