

## Job Description

### Cleaner

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**Post:** Cleaner  
**Line Manager:** Cleaning Supervisor

#### Job Purpose

To provide an effective cleaning service, contributing to the smooth running of the Academy and contributing to a safe environment for all users.

Under the direction of the Premises Manager, undertake individually, or as part of a team, the cleaning of location(s) and specialist cleaning to a standard and quality that meet the Academy's specifications.

This post will require physical effort, for example when vacuuming, using cleaning equipment and when moving rubbish, furniture and other equipment.

#### Main Areas of Responsibility

- In accordance with the Academy's cleaning specification, ensure the cleanliness and tidiness of allocated areas and maintain high and consistent standards
- Duties may include vacuuming, cleaning hard floors with vacuum, mop or buffing machine, dusting, emptying bins and disposing of waste, cleaning toilet and cloakroom areas
- Take initiative to perform cleaning and tidying tasks that are not specifically contained within the cleaning specification but require attention as part of maintaining overall high standards
- Report defects, maintenance requirements, health and safety concerns, or damage immediately to the Premises Manager
- Adhere to the health and safety policy, COSHH, manual handling and security regulations (training will be given)
- Wear PPE (Personal Protective Equipment), when required
- Working as part of a team, support other members of the cleaning team to meet standards and Academy objectives
- The role requires the post holder to work three weeks during the school holidays, when a deep clean of designated areas will take place

**Supporting processes:**

- Appreciating and supporting the role of other professionals
- Attending relevant meetings, as required
- Participating in training and other activities and performance development, as required

**All Kings of Wessex Academy staff are expected to:**

- Ensure that the aims, priorities and policies of the Academy and Trust are adhered to
- Act as a positive representative and advocate of the Academy and its students in all circumstances and at all times
- Carry out any other duties as reasonably requested by the Premises Manager or Business Manager
- The Kings of Wessex Academy is committed to safeguarding and promoting the welfare of children and young people and all staff working with these groups are expected to share a commitment to this. You will be expected to report any concerns relating to the safeguarding of children and/or young people in accordance with agreed procedures