

Weston Park Primary School



PERSON SPECIFICATION - CLEANER (GRADE 1)

SKILLS / ABILITY / EXPERIENCE	TO DO WHAT?	HOW WELL? NOW OR WITH TRAINING?	IMPORTANCE AT TIME OF APPOINTMENT?
<p><u>KNOWLEDGE</u> Previous experience of cleaning a large building and using industrial powered cleaning equipment</p>	To clean the school to a high standard.	Desirable now, but training will be given.	4
<p><u>INTERPERSONAL & COMMUNICATION SKILLS</u> Ability to communicate verbally with work colleagues</p>	To understand work instructions and to maintain working relationships with colleagues.	Now	5
<p><u>PHYSICAL DEMANDS</u> Reasonable level of physical fitness required</p>	To undertake cleaning duties and operate machinery.	Now	5
<p><u>MENTAL DEMANDS</u> Ability to concentrate for short periods of time</p>	To operate machinery safely and in accordance with health and safety requirements.	Now	5
<p><u>RESPONSIBILITY FOR PHYSICAL RESOURCES</u> To use appropriate equipment and machinery carefully and safely</p>	Cleaning of school premises.	With training	4

SKILLS / ABILITY / EXPERIENCE	TO DO WHAT?	HOW WELL? NOW OR WITH TRAINING?	IMPORTANCE AT TIME OF APPOINTMENT?
<p><u>RESPONSIBILITY FOR PEOPLE</u> General understanding of key safeguarding issues and procedures</p> <p>Basic understanding of Health and Safety issues</p>	<p>To ensure correct reporting and monitoring of any safeguarding issues arising across the school.</p> <p>To maintain appropriate levels of confidentiality and data security in respect of personal/pupil/colleague information.</p> <p>To ensure that duties are carried out in a safe manner and that machinery is operated correctly and safely.</p>	<p>Basis awareness of the sensitivity of these issues now. Training in school procedures given.</p> <p>Desirable now, but training given</p>	<p>5</p> <p>4</p>