



**Black Firs Primary School
Longdown Road
Congleton, CW12 4QJ**

The Learning Alliance (TLA) is a multi-academy trust of eight schools serving families from Knutsford, Congleton, Crewe and parts of North Staffordshire. It includes Knutsford Academy, Cheshire Studio School, Egerton Primary School, Congleton High School, Sir William Stanier School, The Oaks Academy, Black Firs Primary School and Castle Primary School.

**School Cleaner
Grade 1, SCP 1 (FTE £17,842)
12.5 hours - 1 year Temporary**

The Learning Alliance is seeking to appoint a school Cleaner on to undertake cleaning at Black Firs Primary School in Congleton.

Main responsibilities include:

Cleaning, washing, sweeping, vacuum cleaning, emptying of litter bins, polishing and dusting of the designated areas (which may include toilets and shower area) and fixtures and fittings, using, where appropriate, powered equipment.

*You may be requested to carry out other duties as part of your role.

As an equal opportunities employer The Learning Alliance is committed to creating a diverse workforce and welcomes applications from members of minority groups. As part of the Academy Trust's policy to safeguard children an enhanced DBS will be applied for.

We will only contact candidates that have been short-listed for interview. If you have not been contacted within 10 working days of the closing date you can safely assume that you have not been invited to interview.

If you would like an informal discussion about the post, please contact a member of the HR department on recruitment@congletonmat.com. For a full job description and person specification, information about the role and how to apply and further information about the Trust please visit our website <http://www.black-firs.co.uk>.

To apply for this position, please complete the attached application form and return to Leanne Takaki, <http://www.black-firs.co.uk> or directly to the school office at Black firs Primary school, Longdown Road, Congleton, Cheshire, CW12 4QJ.

Closing Date: Friday 20th November 2020

Job Description School Cleaner

Basic Job Purpose

Undertake the cleaning of designated areas.

1	Main Responsibilities
	Undertake cleaning, washing, sweeping, vacuum cleaning, emptying of litter bins, polishing and dusting of the designated areas (which may include toilets and shower area) and fixtures and fittings, using, where appropriate, powered equipment.
2	Occasional Tasks
	Holiday cleans, cleaning down of furniture, cupboards, cut back, floors stripped resealed and polished (different cleans for different holidays).
3	Responsibility For Physical Resources
	<ul style="list-style-type: none"> • Safe use and storage, health and safety checks, maintenance and emptying of Electrical Cleaning Equipment, wet pick-ups, buffers. • Safe use and storage, maintenance and repair and cleaning of cleaning equipment. • Safe use and storage of cleaning fluids; Notify supervisor when stocks are running low.
4	General Duties
	<ul style="list-style-type: none"> • Be aware of the responsibility for personal health, safety and welfare and that of others who may be affected by your actions or inactions. • Co-operate with the Academy on all issues to do with health, safety and welfare. • Support the Academy's implementation of all other current statutory requirements, e.g. Disability Discrimination Act, Access to Work, Equal Opportunities, etc.
<p>Notwithstanding the detail in this job description, in accordance with the Trust's Flexibility Policy the job holder will undertake such work as may be determined by the Headteacher from time to time, up to or at a level consistent with the Main Responsibilities of the job.</p>	

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Person Specification School Cleaner

	Essential	Desirable	Evidenced by
Qualifications / Experience / Knowledge			
<ul style="list-style-type: none"> • Good level of general education to enable the reading of job cards, calculating dilution for chemicals 	P		Application/Certificates
<ul style="list-style-type: none"> • NVQ 1 in cleaning 		P	Application/Certificates
<ul style="list-style-type: none"> • Manual handling 		P	Application/Certificates
<ul style="list-style-type: none"> • Experience of working in a School or Academy 		P	Application
Skills / Abilities			
<ul style="list-style-type: none"> • Excellent time management 	P		Application/Interview
<ul style="list-style-type: none"> • Knowledge of how to clean different surfaces, what products and machinery to use 		P	Application/Interview
<ul style="list-style-type: none"> • Full working knowledge of the use of equipment 	P		Application/Interview
<ul style="list-style-type: none"> • Excellent communication skills 	P		Application/Interview
General Personal Qualities and Characteristics			
<ul style="list-style-type: none"> • A team player who is willing to go beyond their own responsibilities to help others at busy times 	P		Application/Interview
<ul style="list-style-type: none"> • Self-motivated, enthusiastic and with an excellent sense of humour 	P		Application/Interview
<ul style="list-style-type: none"> • Methodical and accurate 	P		Application/Interview
<ul style="list-style-type: none"> • Willing to learn 	P		Application/Interview
<ul style="list-style-type: none"> • Honest, reliable and flexible and work with integrity 	P		Application/Interview
<ul style="list-style-type: none"> • Committed to high quality 	P		Application/Interview

Our school community places the highest priority on keeping our children safe. Applicants for all posts will be subject to stringent vetting and induction processes.

The holder of this post will be required to work with children under the age of 18 in a position of trust, and is therefore, exempt from the Rehabilitation of Offenders Act 1974. The successful candidate will be subject to an enhanced DBS Check with Barred List Information.