



Abbey Christian Brothers' Grammar School

CLEANER

Title: Cleaning

Responsible to: Caretaker

Responsibilities: To be responsible for the cleaning and servicing of areas as designated by the Caretaker to the required standard.

Requirement: Both a good understanding and communication of the English language.

Duties:

- To have a full knowledge of all areas to be covered during the course of duty.
- To ensure all specified areas are cleaned to the standard required. All daily, weekly and periodic tasks carried out as required.
- To have a full working knowledge of all cleaning materials and equipment.
- To ensure all cleaning equipment is kept clean and maintained in a safe working order.
- To be aware of material usage and avoid unnecessary waste.
- To report any maintenance defects to the Caretaker.
- To maintain a high standard of personal hygiene and give particular attention to hands, finger nails, hair and general appearance.

- To observe all Fire and Health & Safety Regulations.
- To deal with any complaints immediately and report to Caretaker.
- To perform miscellaneous cleaning duties as instructed by the Caretaker.
- To report all maintenance or safety hazards to the Caretaker.

Hours of work: Post 1 Monday to Friday 3.5 hours per day (Morning)

Post 2 Monday to Friday 4 hours per day (Afternoon)

Rate of pay: £9.4325 per hour.