

## Person Specification – CLEANER

Factors	Essential	Desirable	Assessment Method
<b>Qualifications/Training</b>	<ul style="list-style-type: none"> <li>• Willingness to undertake training as required.</li> <li>• Ability to understand English.</li> <li>• Basic literacy and numeracy.</li> </ul>		Application Form Pre-employment checks Interview Process
<b>Experience/Knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of basic cleaning equipment and materials.</li> </ul>	<ul style="list-style-type: none"> <li>• Previous experience working as a cleaner or housekeeper in a large organisation, preferably an education setting.</li> <li>• Appreciation of Health and Safety matters.</li> <li>• Understanding of cleaning techniques.</li> </ul>	Application Form Interview Process
<b>Skills and Abilities</b>	<ul style="list-style-type: none"> <li>• Physically fit to carry out cleaning duties including bending, walking, pushing, lifting and handling equipment.</li> <li>• Physically fit to move small furniture items such as chairs and tables etc.</li> <li>• Ability to take instruction from Supervisor.</li> </ul>		Application Form Interview Process References
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Punctual.</li> <li>• Reliable.</li> <li>• Clean and tidy appearance.</li> <li>• Flexible approach to work including changed patterns of working.</li> <li>• Friendly and pleasant disposition.</li> <li>• Co-operative.</li> <li>• Able to work effectively within a team.</li> <li>• Able to support and make a contribution to the mission of the College.</li> </ul>		Application Form Interview Process References
<b>Other</b>	<ul style="list-style-type: none"> <li>• Suitable to work with children and vulnerable adults and to support effective safeguarding of all young people throughout the College.</li> <li>• Adhere to College policies and procedures e.g. Health &amp; Safety, Equality &amp; Diversity, Safeguarding etc.</li> </ul>		Application Form Interview Process