GENERIC PERSON SPECIFICATION

			POST: CLEANER
SKILLS/ ABILITY/ EXPERIENCE	**TO DO WHAT?**	**HOW WELL? NOW OR WITH TRAINING?**	**HOW IMPORTANT AT THE TIME OF APPOINTMENT?**
KNOWLEDGE Previous experience of cleaning a large building and using industrial powered cleaning equipment	To clean the school to a high standard	Desirable now, but training will be given	4
MENTAL SKILLS N/A			
INTERPERSONAL & COMMUNICATION SKILLS Ability to communicate verbally with work colleagues	To understand work instructions and to maintain working relationships with colleagues	Now	5
PHYSICAL SKILLS N/A			
INITIATIVE & INDEPENDENCE N/A			
PHYSICAL DEMANDS Reasonable level of physical fitness required	To undertake cleaning duties and operate machinery	Now	5

GENERIC PERSON SPECIFICATION

			POST: CLEANER
SKILLS/ ABILITY/ EXPERIENCE	**TO DO WHAT?**	**HOW WELL? NOW OR WITH TRAINING?**	**HOW IMPORTANT AT THE TIME OF APPOINTMENT?**
MENTAL DEMANDS			
Ability to concentrate for short periods of time	To operate machinery safely and in accordance with health and safety requirements	Now	5
EMOTIONAL DEMANDS			
N/A			
RESPONSIBILITY FOR PEOPLE			
General understanding of key safeguarding issues and procedures	To ensure correct reporting and monitoring of any safeguarding issues arising across the school; To maintain appropriate levels of confidentiality and data security in respect of personal/pupil/colleague information	Basic awareness of the sensitivity of these issues now. Training in school procedures given	5
Basic understanding of health and safety issues	To ensure that duties are carried out in a safe manner and that machinery is operated correctly and safely	Desirable now, but training given	4
RESPONSIBILITY FOR SUPERVISION			
N/A			

GENERIC PERSON SPECIFICATION

			POST: CLEANER
SKILLS/ ABILITY/ EXPERIENCE	**TO DO WHAT?**	**HOW WELL? NOW OR WITH TRAINING?**	**HOW IMPORTANT AT THE TIME OF APPOINTMENT?**
FINANCIAL RESPONSIBILITY N/A			
RESPONSIBILITY FOR PHYSICAL RESOURCES To use appropriate equipment and machinery carefully and safely	Cleaning of school premises	With training	4