**The Durham Federation**

**JOB DESCRIPTION**

**Cleaner - Grade 1, term time plus 5 days**

Core purpose:

To be part of a team of cleaners responsible for the fabric of the college. Whilst there will be a division of labour it is expected that each team member will be prepared to support the duties of other colleagues as and when it is deemed necessary by the Headteacher, Team Leader or School Business Manager

General duties and responsibilities:

* Cleaning a designated area of the college as allocated by the Strategic Site Manager, this area may be changed, depending on the needs of the school.
* Cleaning, washing, sweeping and using a vacuum in a variety of teaching areas and offices
* Cleaning of public areas, corridors etc, student’s and staff toilets.
* Emptying of litter bins.
* Polishing and dusting of fixtures and fittings.
* Where appropriate, use of powered equipment.
* To keep appropriate light equipment, machinery and cleaning cupboards in a clean and hygienic condition.
* To follow Health and Hygiene code/practices in relation to cleaning eg COSHH, siting of wet floor cones etc.
* Be aware of all aspects of Health & Safety appropriate to your work
* Undergo regular onsite training in the use of equipment and cleaning machinery
* To report faulty equipment immediately to the caretaker onsite

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified and the post holder may reasonably be expected to undertake other duties commensurate with the level of responsibility that may be allocated from time to time.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_