

PERSON SPECIFICATION

**POST TITLE:** Cleaner – Broom Cottages Primary and Nursery School – 12.5 hours per week

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| **ATTRIBUTES** | **ESSENTIAL** | **DESIRABLE** | **HOW IDENTIFIED** |
| Application | * Fully supported by two references. * A fully completed application form, which details previous experience and provides further information about relevant experience and skills. | * Supporting letter of application | * Application Form * Letter of application * References |
| Education and Training | * Willingness to undergo training relevant to the post. | * COSSH training and knowledge of Health and Safety requirements relating to the dilution of materials |  |
| Skills and knowledge | * Competence in carrying out general cleaning tasks * Awareness of health and safety issues | * Prior relevant experience(in a schools/education environment/organisation/business environment) | * Application Form * Letter of application * Interview |
| Personal Attributes | * Honest, reliable and trustworthy * Adaptable and flexible * Ability to follow instructions. * Able to work effectively as an individual and as part of a team * Able to work under minimal supervision * Able to work under pressure and prioritise accordingly * Enthusiasm and ability to use initiative * Self-motivation, reliability, and hard-working nature * Good time keeping * Well organised * Willing to comply with policies and procedures relevant to the post * Discretion and confidentiality * Able to present oneself as a role model to pupils in speech, dress, behaviour, and attitude * Able to communicate with staff, parents and pupils * Able to complete a range of physical activities in line with the expectations of the post. |  | * Application Form * Letter of application * References * Interview |