



Job Description Mobile Cleaner

Grade	Grade A - £9.25 per hour
Responsible to	Cleaning Supervisor
Hours of work	16.25 hours per week & 41 weeks per year
Revision	1.3 – August 2017

Main Purpose of Post

To work as part of a team ensuring that high levels of cleanliness are maintained throughout the School/Academy on a daily basis.

Responsibilities

1. Individually or as part of team, carry out any cleaning duties that are necessary to meet the required standards within a designated work area (internal or external as required)
2. To ensure standards and procedures are adhered to at all times
3. To use mechanical and manual cleaning equipment
4. To use cleaning materials appropriately, as instructed
5. Assist in moving of furniture and moveable fittings
6. Replenish consumables as required
7. Report any building defects and vandalism immediately
8. Contribute to major cleanings tasks during school holidays
9. To follow Health & Safety guidelines and comply specifically with COSHH
10. Wearing and care of cleaning uniform
11. Keyholder duties.

Expectations

1. As appropriate, to the postholder's duties must be carried out in compliance with the following:
 - Trust's Equality Scheme
 - Information Security Policies
 - Financial Regulations
 - Health and Safety at Work Act (1974) (and subsequent Health and Safety legislation)
2. To work flexibly as required
3. To maintain confidentiality of the Trust's affairs
4. Participate, support and comply with Trust arrangements for responding to emergencies and/or business interruptions
5. To work at all times within Code of Conduct of the Safeguarding Policy
6. These duties and responsibilities should be regarded as neither exclusive nor exhaustive as the postholder may be required to undertake other reasonably determined duties and responsibilities, commensurate with the grading of the post, without changing the general character of the post

This job description should be reviewed annually and may be subject to amendment in consultation with the postholder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the Academy in relation to the postholder's professional responsibilities and duties.

Signed:

Trust Business Manager

Signed:

Postholder

Date:

Date: