



ST THOMAS MORE HIGH SCHOOL

Job Description - Cleaner

Job Title:	Cleaner
Responsible to:	School Business Manager
Salary Grade Range:	NJC Point 2 (currently £12.65 per hour)
Hours of Work	4pm to 7pm Monday to Friday - 3 hours per day/15 hours per week
Weeks Worked:	Term time including INSET days plus three weeks in school holidays with the dates and times required being advised by the line manager
Responsible for:	N/A
Function:	To ensure a clean and safe internal environment on school premises to support the professional delivery of the curriculum
Duties and responsibilities:	<ul style="list-style-type: none">• General cleaning duties to be carried out to a good standard within the time limits allowed e.g. sweeping, mopping, dusting, vacuuming, including window, glass and toilets.• Responsible for cleaning designated area and for maintaining high and consistent standards.• Remove all rubbish from designated areas.• Report any possible/potential problems to line manager and site team where applicable.• These duties are not exhaustive and additional duties may be required to ensure the safe and smooth running of the school.