



**Bigland
Green
Primary
School**

Bigland Street, London E1 2ND

Tel. 020 7702 7088

Cleaner

Start date: Soon as possible;
July 2022

Salary: NJC Scale 1, point 1
(£12.28 per hour gross)

Vacancy hours: 20 hours

Closing date: Friday 24 June 2022

Bigland Green is seeking to recruit a suitable person as a Cleaner to join its strong cleaning team. Some previous experience in a similar setting is essential. Experience of working in a school is desirable. However, the person must have a good understanding of high quality hygiene and cleanliness.

The successful person will work two cleaning shifts each day (6:00 to 8:00 AM; and 3:00 to 5:00 PM) – Monday to Friday. They will have a contract for 52 weeks with the 4 weeks holiday entitlement per year.

Potential candidates are welcomed and encouraged to visit the school. Please telephone or email to arrange a visit.

Bigland Green offers:

- curious children who are eager to learn, and have good support from parents;
- systems to ensure a good work-life balance for all staff members;
- a modern, spacious building with exceptionally good resources for inside and outside learning, very good transport links;
- strong support for staff CPD, and;
- a highly supportive governing body.

Bigland Green is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The successful candidate will require an enhanced DBS clearance. We are dedicated to equality and valuing diversity.

How to apply: Application packs are available on the school website
<https://biglandgreen.towerhamlets.sch.uk/vacancies/>

Please return your application to enquiries@biglandgreen.towerhamlets.sch.uk

Shortlisting/interview date: Only short-listed candidates will be informed by email and invited to an interview during the week beginning 27 June 2022.

Bigland Green ~ a great place to learn & grow...

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Job Description: **Cleaner**

Hourly Pay: approx. £12.28 per hour - 20 hours per week
Location: Bigland Green Primary School, Tower Hamlets
Contract: All year round – Monday to Friday
Reporting to: Premises Manager

Job title: Cleaner

The cleaner will work as part of a team to perform a variety of regular and one-off cleaning tasks and duties as directed by their supervisor/line manager. Bigland Green is a very successful well-presented, well maintained primary school.

Purpose:

To provide a high standard of hygiene and cleanliness throughout the school.

Main Responsibilities

- a. Be responsible for ensuring the cleanliness of the designated area and for maintaining high and consistent standards.
- b. Take initiative to perform cleaning and tidying tasks that are not specifically contained within the rota but require attention as part of maintaining overall high standards.
- c. Liaise with the supervisor and other members of staff as required to ensure the cleaning rota operates smoothly around both school events and outside lets.
- d. Report cleaning supplies requirements and stock levels to the line manager.
- e. Ensure Health & Safety, quality and general procedure compliance.
- f. Work as part of a team and support other members of the cleaning team to meet standards and school objectives.
- g. Report any Health and Safety issues to the Premises Manager.

Person Specification

Knowledge	<ul style="list-style-type: none">▪ Some knowledge of Health & Safety Regulations as they relate to the operation of cleaning equipment and the dilution of cleaning materials.▪ Knowledge of COSHH and the safe use of chemicals.▪ Knowledge of cleaning best practices.
Experience	<ul style="list-style-type: none">▪ Experience of undertaking a range of cleaning duties including: vacuuming; dusting; mopping; scrubbing; buffing; disposing of waste; and replenishing consumables.
Personal Attributes	<ul style="list-style-type: none">▪ Willingness to- clean any area of the school as requested by the supervisor- take personal responsibility for standard of work carried out- participate in further training and development opportunities offered by the school- maintain confidentiality on all school matters- be able to manage some heavy lifting, and work as part of a strong team
Skills	<ul style="list-style-type: none">▪ Ability to work effectively and supportively as a member of the school team▪ Ability to work in an organised and methodical manner▪ Ability to act on own initiative, dealing with any unexpected problems that arise▪ Being physically capable▪ Communication, reading and mathematics▪ Customer service and sound judgement▪ Honesty and integrity▪ Motivation and flexibility▪ Respect and professionalism▪ Time management and multitasking▪ Understanding and following safety rules▪ Understanding and carrying out set tasks▪ Understanding of health and safety regulations