



# KIRKHAM GRAMMAR SCHOOL

## Domestic Assistant

### The Role:

We are seeking a reliable and hardworking domestic assistant to join our team at Kirkham Grammar School. The successful candidate will be responsible for maintaining a clean, safe, and hygienic environment throughout the school premises. This role is ideal for someone who takes pride in their work and can work independently.

### Key Responsibilities:

- Clean classrooms, corridors, toilets, staff areas, and communal spaces.
- Sweep, mop, vacuum, and polish floors.
- Empty bins and dispose of waste appropriately.
- Wipe and disinfect surfaces including desks, door handles, and light switches.
- Replenish supplies such as soap and toilet paper.
- Report any maintenance issues or health and safety hazards to the appropriate staff.
- Secure the premises upon completion of cleaning duties if required.

### Person Specification:

- Previous cleaning experience (preferred but not essential).
- Ability to work efficiently with minimal supervision.
- Attention to detail and a high standard of cleanliness.
- Punctual, trustworthy, and dependable.
- Understanding of health and safety regulations.

### Working Hours:

2 hours per day (e.g., 6.30 am – 8.30am OR 5.00 pm – 7.00 pm), Monday to Friday.  
Some flexibility may be available.

**Closing date for applications:** 25/08/2025

**Proposed interview date:** Ongoing.

**Applications:** By application form and supporting letter or CV to:

Mr D Ingram  
Facilities Team  
Kirkham Grammar School  
Ribby Road  
Kirkham  
PRESTON  
PR4 2BH

Or Email: [D.ingram@kirkhamgrammar.co.uk](mailto:D.ingram@kirkhamgrammar.co.uk)

The post is ultimately subject to completion of the school's own application form, two satisfactory references, DBS clearance and verification of qualifications.

*Kirkham Grammar School is committed to safeguarding and promoting the welfare of children and young people.*

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August 2025