Person specification form

Job title: Cleaner	**Grade:** 1
Directorate: Children and Young People	**Post number: 1**
Establishment or team: St Mary's Catholic High School	

Requirements (based on the job description)	Essential (E) or Desirable (D)	To be identified by: application form (AF), interview (I), test (T), reference (R) or other (give details)
Qualifications		
NVQ Level 2 in cleaning or equivalent	D	AF, I
Experience		
Previous experience of cleaning	D	AF, I, R
Previous experience of working in a school environment	D	AF, I, R
Previous experience of using industrial machinery eg buffer	D	AF, I, R
Knowledge, skills and abilities		
Ability to operate at a level of understanding and competence equivalent to NVQ level 2 standard	D	I
Attention to detail skills	E	AF, I
Ability to work as part of a team	E	AF, I
Flexible attitude to work	E	AF, I
Ability to work in an organised and methodical way	E	AF, I
Time management skills	E	AF, I
Knowledge of Health & Safety guidelines	E	AF, I
Knowledge of CoSHH guidelines	E	AF, I
Good interpersonal skills	E	AF, I
Positive approach to customer care and service delivery	E	AF, I
Commitment to undertaking relevant training and development	E	AF, I
Other (including special requirements)		
1. Commitment to safeguarding and protecting the welfare of children and young people	E	I
2. Commitment to equality and diversity	E	I
3. Commitment to health and safety	E	I
4. Commitment to sustaining regular attendance at work	E	R
6. Willingness to work occasionally outside of contracted hours (Open Evening, lettings)	E	I
7. Willingness to respond to emergency call outs	E	AF,I

Prepared by: Chloe Woods **Date:** March 2025

Note: We will always consider your references before confirming a job offer in writing.