JOB DESCRIPTION

POST TITLE: School Cleaner (Mobile)

DIVISION/UNIT: Facilities Services/Cleaning Unit

GRADE: 1

RESPONSIBLE TO: Lead Cleaner/Cluster Supervisor

RESPONSIBLE FOR: N/A

Job Purpose
Undertake the cleaning of areas within school premises as designated by the Lead Cleaner/Cluster Supervisor (which may include toilets, dining and common areas) to ensure that these areas are kept in a clean and hygienic condition.

Main Duties and Responsibilities

1. Ensure that Safe Working Practices are adhered to, in accordance with Health and Safety Legislation and Tayside Contracts' Occupational Health and Safety Policy.

2. Uphold and embrace Tayside Contracts vision and values by working in partnership with internal colleagues, external clients and other stakeholders to deliver an efficient and effective service.

3. Treat all individuals with dignity and respect and support Tayside Contracts' Equality and Diversity Policy.

4. Carry out the cleaning of a designated area, which will include washing, sweeping, vacuum cleaning, cleaning of fixtures and fittings and emptying litterbins.

5. Follow the cleaning specification for your establishment and clean all areas/fixtures and fittings in accordance with the frequencies detailed in the specification.

6. Use approved cleaning agents only and in accordance with instructions.

7. Use cleaning machines, e.g. polisher, scrubbier drier, carpet shampoo machines, as directed.

8. Participate in the deep clean and mini-deep cleans at specific times of the year.

9. Deal with any complaints or adverse client reports by undertaking remedial work wherever possible. Inform Lead Cleaner/Cluster Supervisor of the complaint, the action taken to resolve it and any further action required.

10. Demonstrate good energy conservation by switching out all lights and ensuring taps are off within your designated area and ensure rooms are secure by closing windows and doors on completion of your duties.

NOTE

You will be required to undertake other duties appropriate to your grade as directed.

Working Environment	Physical Coordination	Physical Effort	Mental Skills	Concentration	Communication Skills	Dealing with Relationships	Responsibility For Employees	Responsibility for Service to Others	Responsibility for Financial Resources	Responsibility. For Physical & Info	Initiative & Independence	Knowledge
2	2	4	1	1	1	1	1	2	1	2	1	1