



## **Mereside Church of England Primary Academy**

### **Cleaning Assistant**

#### **Job Description**

**Disclosure and Barring Services clearance is mandatory**

**Hours:** 3.15pm to 5.45pm; 12.5 hours per week

**Working Year:** 47.20 (Term Time plus 3 weeks)

**Salary Range:** Grade 1 SCP 2 £11.59 per hour

**Reports to and Supports:** Site Manager/Caretaker/Academy Business Manager/Head of School

All employees of Mereside C of E Primary Academy will ensure that they are supportive of the Academy's vision, values, priorities and commitment to making our Academy the best it can be.

#### **Main Purpose of Post**

The post holder will carry out cleaning duties as directed by the Site Manager/Caretaker

#### **Key Responsibilities and tasks**

General cleaning duties

Adhere to instructions regarding COSHH from Site Manager/Caretaker

Use of electrical equipment when appropriate.

At Mereside C of E we feel that it is essential to work as a team throughout the academy. We take a pride in our appearance and want the image we give visitors to our academy to be a very positive one. The role of our cleaning team is pivotal in this.

We have an expectation that our cleaning staff will take pride in their work, and complete their duties to the very best of their abilities. In return for this the Site Manager/Academy Business Manager and Executive Principal will work with the cleaning team to ensure that they have the equipment and products they need to keep our academy in the best state of cleanliness that it can be. We are open to suggestions for improvement and will hold regular team meetings for updates and information.