



In College Contractors Ltd

JOB DESCRIPTION

Department:	Education
Section:	In College Contractors Ltd - Frome College
Job Title:	Cleaner
Reports To:	Cleaning Supervisor
Main Purpose of Job:	
To ensure high standards of cleanliness are maintained throughout the college campus.	
Main Responsibilities and Duties:	
<p>Ensure following areas are cleaned and maintained daily,</p> <ul style="list-style-type: none">• Classrooms• Offices• Changing Rooms• Staff Kitchens• Halls• Corridors• Any other area as directed by line manager or business manager <p>The Cleaning process for each area includes</p> <ul style="list-style-type: none">• Empty bins• Wash and clean tables, desks, and work surfaces• Sweep, vacuum, and wash floors <p>Toilets</p> <ul style="list-style-type: none">• Clean toilets and sinks• Refill toilet paper, soap, and paper towels• Sweep and wash floors <p>Use large, specialised cleaning machines as appropriate for certain areas e.g. scrubber dryers (full training will be provided).</p> <p>Report any damage or areas of concern to Cleaning Supervisor.</p>	
Facts and Figures:	
Frome College Staff: 150 approx. Students: 1200 approx. ICC Staff: 15 approx.	



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Physical Effort and Working Conditions

You will be required to carry out physical activities across a large campus.
Majority of time will be spent on your feet and walking around the site to different blocks.
Will need to be physically fit to carry out required duties and to handle cleaning machinery.
Some manual handling is involved to carry out tasks.
Buildings are on 2 or 3 floors – upper floors are reached by stairs and lifts.
Any protective clothing, if required, will be provided.

Contacts and Relationships:

Required to work effectively as part of a team.
Daily contact with other members of the cleaning, site team and other college staff.
College students can be on site during the working hours, all though no direct contact is likely to be required.

Frome College is committed to safeguarding and promoting the welfare of our students and all staff working within the school are expected to share a commitment to doing this. You will be expected to report any concerns relating to the safeguarding of students. Details of the procedure can be obtained from the SENCO/Child Protection Officer

Additional Information:

You will be expected to undertake any other duties as directed by your line manager that falls within this grade.

Agreed that the Job Description is a fair and accurate statement of the requirements of the job:

Job Holder:

Date:

Line Manager:

Date: