



Wade Deacon High School

Wade Deacon Trust

Exceptional Values

Exceptional Learning & Teaching

Exceptional Achievement

School Cleaner

Application Information

To start: as soon as possible

Part Time: 15 hours per week

Salary: £7.50 per hour

We seek to appoint a committed School Cleaner, to effectively clean designated areas of the school site as allocated by the Assistant Site Manager.

Our school is a supportive and rewarding place to work. Wade Deacon High School is a friendly, dynamic and innovative school, awarded TES Outstanding Secondary School of the Year 2012. Wade Deacon is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to an enhanced DBS (CRB) check and satisfactory medical clearance.

Application form and further details are available via the school website www.wadedeacon.co.uk/jobs or on request by telephoning the school on 0151 423 2721.

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Job Specification

Line Management:

The post holder will be accountable to the Assistant Site Manager for all initiatives related to this post.

Job Purpose:

To effectively take charge of the day-to-day cleaning of designated area within the school and associated tasks.

Job Tasks and Accountabilities:

Cleaning

- Responsible for cleaning designated parts of the school as allocated by the Site Manager / Assistant Site Manager
- To use cleaning materials as instructed by the Site Manager / Assistant Site Manager
- To thoroughly vacuum, sweep, wash or mop all surfaces and toilets in designated area
- Empty and clean bins and remove waste to allocated area
- Cleaning of internal window glass
- Cleaning of internal and external door glass
- Checking and closing windows, switching off lights once work completed
- To periodically undertake deep cleaning of all internal surfaces including walls, doors, glass and ledges
- To carry out any other duties reasonably requested by the Principal and/or Line Manager

All training will be provided on site as required.

Whilst every effort has been made to explain the main duties and responsibilities for the post, each individual task undertaken may not be identified.

Person Specification

Selection Criteria	Essential	Desirable
<i>Qualifications</i>		
Able to communicate clearly and follow instructions	•	
Commitment to continued personal and professional development	•	
<i>Experience</i>		
Previous experience of general cleaning work	•	
Previous experience of working in a school environment		•
<i>Knowledge and Skills</i>		
Ability to prioritise work	•	
Ability to manage time effectively	•	
Awareness of child protection procedures		•
<i>Personal and Professional Qualities</i>		
Excellent interpersonal skills	•	
Empathetic and caring	•	
A high degree of organisational ability	•	
High levels of motivation and commitment	•	
Ability to establish successful relationships at all levels	•	
Ability to be flexible to changing demands of the post	•	
Ability to communicate effectively and appropriately	•	
Enhanced DBS disclosure	•	

In addition, the post holder should have the ability to:

- vocalise the school’s vision and aspiration to be a World class school
- be flexible to adapt to change
- have excellent attendance
- be a role model and act as an ambassador for Wade Deacon High School in and outside of the school by speaking positively about the school in the community;

Wade Deacon High School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

This post is subject to a 16 week trial period, an enhanced DBS disclosure and satisfactory medical clearance.

Previous applicants need not apply.

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How to Apply

Application Forms

Any interested candidate should apply by completing the following;

Application Form

Supplementary Information Form

Address

Please email your application to jobs@wadedeacon.co.uk with 'School Cleaner' in the subject line.

If you are unable to email your application, you may post your application to the address below with the envelope clearly marked 'School Cleaner'.

Human Resources
Wade Deacon High School
Birchfield Road
Widnes
WA8 7TD