Person Specification: Chargehand Cleaner

	Essential	Desirable
Qualifications	The Chargehand Cleaner must be able to demonstrate their ability to communicate effectively, verbally and in writing. Computer literate with good working knowledge of ICT including using the internet and Microsoft office suite	English and Maths to GCSE (grade C) or beyond and be numerate and accurate Knowledge of First Aid Hold a clean Driving license with a minimum of category D1
Experience	The Chargehand Cleaner must have experience of: Building cleaning Following health and safety regulations	Experience of working in a school environment Caretaking or facility management Maintenance inc. DIY/decorating

Knowledge and understanding	The Chargehand Cleaner should have knowledge and understanding of: COSHH regulations; the varied roles of all staff in the educational process; the basic principles of site management; the importance of Health & Safety; techniques for the repair of damaged or defective equipment or resources.	In addition, the Chargehand Cleaner might also have knowledge and understanding of: specific facility issues: security, Health & Safety, heating systems, building construction, the contribution of both professionals and non-professionals to life-long learning; efficiently coordinating the work of others in the team;
Skills	The Chargehand Cleaner will be able to: use practical skills to improve the site and buildings; motivate others in the facility and cleaning team through example and enthusiasm; deal with emergencies and problems in a positive and systematic manner; be aware of a small budget for resources; proactive and work on own initiative; work alone when required, showing good self-motivation; prioritise, plan, schedule and meet deadlines and evaluate work; communicate effectively (both orally and in writing) to a reasonable standard.	In addition, the Chargehand Cleaner might be able to: use basic power tools and other equipment to make repairs and improvements; assess the quality of others' work, and support and advise where necessary; anticipate and reduce risk where possible; devise a suitable record-keeping system for monitoring expenditure and stock levels; develop more efficient and cost-effective ways of working; show knowledge and understanding of Health and Safety regulations.

Personal qualities and attitudes	The Chargehand Cleaner must be able to convey: Pride in their work Attention to detail Enthusiasm Loyalty, good timekeeping Reliability, trustworthiness and honesty Excellent interpersonal skills Flexibility Interest in caring for school pupils and staff That they are/prepared to be a proactive member of the school community	In addition, the Chargehand Cleaner should have: An interest in professional self-development A willingness to contribute to the wider life of the school
Physical Requirements	Fit and able to carry out duties Ability to work at high levels with appropriate equipment Ability to deal with some manual handling	

Special requirements	have or be willing to undergo an Enhanced Criminal Records Bureau disclosure check be willing to undergo a pre-employment health check	