

## HOBBS HILL WOOD PRIMARY SCHOOL

### Person Specification for Cleaner (HA2)

The criteria in the person specification will be used as follows:

A – the panel will look for evidence on the candidate’s application form

I – the panel will look for evidence at interview

Area	Specification
Qualifications	<ul style="list-style-type: none"><li>• NVQ Level 1 or equivalent (A)</li><li>• Willingness to undertake training as required (I)</li></ul>
Experience	<ul style="list-style-type: none"><li>• Experience of working in the cleaning industry (A)</li><li>• Experience in a customer focused role (A)</li><li>• Experience of undertaking a range of cleaning duties (A)</li></ul>
Knowledge	<ul style="list-style-type: none"><li>• Awareness of manual handling &amp; COSHH (I)</li><li>• Work as part of a team effectively and supportively (A, I)</li><li>• Able to communicate clearly and follow instructions (A, I)</li><li>• Able to maintain confidentiality (I)</li></ul>
Skills and abilities	<ul style="list-style-type: none"><li>• Well organised and methodical approach to work (I)</li><li>• Desire to deliver a high-quality service to customers (A, I)</li><li>• Flexibility in response to the changing demands of the post (A, I)</li><li>• Able to manage some lifting and carrying (I)</li><li>• Willingness to take responsibility for standard of work (I)</li></ul>
Personal competencies and qualities	<ul style="list-style-type: none"><li>• Understand and embrace the school ethos (I)</li><li>• Flexible – able to adapt to change situations (I)</li><li>• Well organised (I)</li><li>• Proactive (I)</li><li>• Ability to take the initiative (I)</li><li>• Friendly and approachable (I)</li></ul>