

## Stormont School Job Description



**Job title:**

Cleaning Assistant

**Responsible to:**

Cleaning Supervisor (and through them to the Bursar)

**Hours of work and remuneration:**

The core working hours are 15:30 – 18.00 during term-time, with 2 additional days before the start and 2 days after the end of each term. Annual leave is in line with the statutory holiday entitlement and this is taken during school holiday periods. An annual salary is payable based on a rate of £9.00 per hour.

There will be opportunities to undertake optional additional cleaning work in some of the holiday periods or with reference to occasional evening activities at the school, which would be paid in addition to the core working hours.

**PURPOSE OF ROLE**

To assist with maintaining a clean and safe working environment, for the pupils and staff at the School.

The main duties and responsibilities of this role are as follows:

- Cleaning designated work areas, including toilets, to the agreed standard
- Working with the team to meet changing needs and variations to the designated work areas from time to time
- Emptying rubbish and litter bins
- Using appropriate cleaning materials in accordance with COSHH Regulations and specific training, including the use of protective clothing
- Performing a variety of cleaning activities using various electrical and other equipment in accordance with Health & Safety Regulations
- Undertaking any other duties falling reasonably with the character and level of responsibility of the post as requested by the Bursar or the Head