

**Montalbo Nursery & Primary School  
Cleaner 10 Hours – Personal Specification  
Grade 1, £16,863 - £17,007 PRO RATA**

<b>CRITERIA</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>METHOD OF ASSESSMENT</b>
<b>APPLICATION</b>	<ul style="list-style-type: none"> <li>➤ Well-structured application explaining your suitability for the post</li> </ul>		Application Form
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>➤ Basic Literacy and Numeracy skills</li> <li>➤ Willingness to participate in training essential to the post</li> </ul>	<ul style="list-style-type: none"> <li>➤ Evidence of continued professional development</li> </ul>	Application form
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>➤ Commitment to and pride in previous jobs/roles undertaken</li> </ul>	<ul style="list-style-type: none"> <li>➤ Experience of cleaning in a large environment</li> </ul>	Application form References
<b>SKILLS, KNOWLEDGE and APTITUDE</b>	<ul style="list-style-type: none"> <li>➤ Ability to report repairs</li> <li>➤ Excellent communication skills</li> <li>➤ Good inter-personal skills</li> <li>➤ Ability to use initiative</li> <li>➤ Competence in carrying out general cleaning tasks</li> <li>➤ Awareness of Health and Safety issues</li> <li>➤ Willingness to attend relevant training courses</li> </ul>	<ul style="list-style-type: none"> <li>➤ Knowledge of Health and Safety</li> <li>➤ Awareness of COSHH</li> <li>➤ An understanding that school is central to and embedded in the life of the community</li> </ul>	Application form Interview References
<b>PERSONAL ATTRIBUTES</b>	<ul style="list-style-type: none"> <li>➤ Pro-active approach to work</li> <li>➤ Discretion and confidentiality</li> <li>➤ Ability to use own initiative and to prioritise</li> <li>➤ Excellent team player</li> <li>➤ Trustworthy, hardworking and reliable</li> <li>➤ A good work ethic</li> </ul>	<ul style="list-style-type: none"> <li>➤ The ability to work unsupervised and prioritise own workload</li> </ul>	Application Form Interview References