



St Wistan's

A REPTON SCHOOL

Headteacher: Mrs Karan Hopkinson, MA

JOB DESCRIPTION

PART-TIME DAILY HOUSEKEEPER/CLEANER

A position for an enthusiastic and energetic cleaner has become available. We are looking for a hardworking and committed individual with great time management and interpersonal skills to become an important part of our close-knit team at St Wistan's School.

Daily cleaning of the entire school, except for the kitchen and food preparation areas, but including:

- Classrooms, corridors and common areas,
- Staff room, resources room, Head's office and school office,
- Hall
- Nursery
- Toilets.

Working to a high standard, daily (term time) cleaning includes: emptying of waste bins; vacuuming throughout; light dusting; cleaning & sanitising of all desk & table tops and all contact areas; mopping of hard floor areas; cleaning and sanitising of hand washing facilities, mirrors and toilets.

Deep cleaning (during holidays) includes: cleaning the above rooms to a more exacting standard than during the daily cleaning. It also includes areas and processes not covered during the daily cleaning such as; cleaning of internal glazing; full 'top-to-bottom' dusting including window frames & sills and behind & under movable cupboards; sanitising walls, doors & furniture including non-contact areas; polishing hard floor areas.

Previous cleaning experience in a school environment is desirable, though not essential.

Hours of work: 15 hours per week.
 1600-1900 Monday - Friday during term time. (Approx)

Start / finish times may be varied during school holidays (to be agreed with the Operations Manager).

St Wistan's School Ltd is a living wage employer.