



**GREAT WALSTEAD**  
SCHOOL

Great Walstead is a dynamic Independent Day School nestled in the glorious Sussex countryside on a site of 250 acres, surrounded by fields and woodland. The School seeks to nurture academic ability, kind character and a spirit of adventure in our pupils whose ages range from 2 ½ to 13 years old. The School believes that children are born creative, curious and imaginative.

We currently have a vacancy for a

**Bank Evening Cleaners**

Monday to Friday, 6pm – 9pm

40 weeks per annum (Term Time plus 6 weeks during school holidays)

To start as soon as possible

**Competitive Salary, plus an extensive benefits package, use of the extensive grounds out of working hours, uniform, free staff parking and an employee assistance programme.**

Duties will include:

- Cleaning of classrooms, offices, chapel, toilets, corridors and ancillary areas
- Ensure Health and Safety standards are maintained

The successful candidate will:

- Experience in a similar role
- Have a high standard of personal cleanliness and tidiness
- Have the ability to work with others as part of a team and to respond to emergencies

Closing date for applications is Noon, Friday, 15<sup>th</sup> March 2024

**Applications will be considered as they are received and the school reserves the right to appoint at any point during the application process.**

The School is committed to safeguarding and promoting the welfare of children and expect all of our staff to share this commitment. The successful candidate will be required to undertake an enhanced disclosure via the DBS and to register with the update service

Great Walstead is an Equal Opportunities Employer.

Data Handling – please refer to Great Walstead's Data Protection Policy and Privacy Notice which can be found on the School's website





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**JOB DESCRIPTION**

**Job Title:** Evening Cleaner  
**Responsible to:** Evening Cleaning Supervisor

**Key Responsibilities:**

- Cleaning of classrooms, offices, chapel, toilets, corridors and ancillary areas
- As per the agreed schedule of work a deep clean in some areas of the school during the school holidays.
- During term time, responsibility for the cleaning a set area of the school, area to be determined by the Evening Cleaning Supervisor.
- Awareness of Health and Safety and COSHH requirements.
- Other domestic duties as required.

The above activities are an indication of the work routine and is not an exhaustive list of expectations.

**Person Specification**

<b>Selection Criteria</b>	<b>Essential</b>	<b>Desirable</b>	<b>Assessment</b>
<b>Qualifications</b>	Good standard of basic education		Application form/Certificates
<b>Experience</b>		Previous experience in a similar role	Application form/interview/references
<b>Skills</b>	Ability to work with others as part of a team and to respond to emergencies		Interview/references
<b>Personal Qualities</b>	High standard of personal cleanliness and tidiness		Interview

<b>Special Conditions</b>	Uniform will be provided		
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**Safeguarding responsibilities:**

- This role will involve daily contact with pupils and you will be engaging in regulated activity relevant to children
- All staff and volunteers have a responsibility for promoting and safeguarding the welfare of children and young persons for who you are responsible and with whom you come into contact.