



Job Description: School Cleaner

Position Title: School Cleaner Part-Time, Fixed-Term (19 hours per week)

Location: Coláiste Nano Nagle

Reports To: School Principal

Job Summary:

The School Cleaner is responsible for maintaining a clean, safe, and hygienic environment within the school premises. This role ensures that all areas of the school are kept in excellent condition, contributing to a positive and healthy learning environment for students and staff. A strong emphasis is placed on adhering to health and safety standards.

What we're looking for:

- Reliable and punctual with a strong work ethic
- Previous cleaning experience (desirable)
- Awareness of health and safety standards
- Ability to work independently and as part of a team
- Flexibility for occasional out-of-hours work

Key Responsibilities:

1. Cleaning Duties:

- Clean and sanitise classrooms, offices, toilets, hallways, and other school areas.
- Sweep, mop, vacuum, buff and polish floors.
- Dust and wipe down surfaces, including desks, chairs, and equipment.
- Empty and dispose of waste and recycling bins.

2. Maintenance of Cleaning Supplies:

- Monitor and restock cleaning supplies and equipment.
- Report any shortages or needs for additional supplies to the Principal.
- Ensure cleaning equipment is properly maintained and stored.

3. Health and Safety:

- Follow health and safety guidelines to ensure a safe working environment.
- Use cleaning chemicals and equipment safely and according to instructions.
- Report any hazards, damages, or maintenance issues to the Principal.

4. Special Cleaning Projects:

- Assist with special cleaning projects, such as deep cleaning during school breaks.
- Clean up spills and respond to emergency cleaning needs promptly.

5. Collaboration:

- Work collaboratively with other cleaning staff and school personnel.
- Communicate effectively with the Principal and other team members.

6. General Duties:

- Lock and unlock school buildings as required.
- Assist with setting up and cleaning up for school events and activities.
- Perform other related duties as assigned by the Principal.

Qualifications:

- Previous experience in a cleaning role is preferred.
- Knowledge of cleaning chemicals, proper storage, and disposal methods.
- Ability to work independently and as part of a team.
- Strong attention to detail and a commitment to maintaining high standards of cleanliness.
- Good communication skills and the ability to follow instructions.
- Awareness of health and safety regulations and the ability to adhere to them.

Working Conditions:

- Fixed term position with hours in afternoon/evening.
- Physical demands include standing, walking, bending, and lifting.
- Awareness of health and safety regulations and the ability to adhere to them.