

**Linden Lodge
Cleaner Supervisor
Person Specification**

Education and Training

Essential Criteria		Desirable Criteria	
Literate – Be able to read and understand instructions		Ability to work to cleaning programme	
Numerate – Be able to deal with simple calculations and timesheets			
Willingness to undertake all appropriate training including cleaning procedures/ machines			

Knowledge, Skills & Experience

Essential Criteria		Desirable Criteria	
Ability to communicate effectively verbal and written		An understanding of the needs of vulnerable people.	
Previous cleaning experience		An awareness of the principles of safeguarding	
Ability to work individually and as part of a small team under the direction of the School Business Manager		Previous Supervisory experience	
A flexible approach and be able to relate to both adults and children			
Basic knowledge of cleaning machines and materials			
Ability to manoeuvre and operate cleaning equipment			
Ability to motivate staff			
Be able to supervise and allocate work to staff			