



Job Description – Housekeeper

Scarisbrick Hall School

MAIN PURPOSE OF JOB:

We have an exciting opportunity for a Housekeeper to join our highly successful team here at Scarisbrick Hall. Your main responsibility will be ensuring that our rooms are cleaned and maintained to a perfect standard.

As a housekeeper you will need to have the ability to work under pressure, be considerate to our pupils and visitors and be consistent in everything you do. Working as part of our housekeeping team, you will be expected to demonstrate excellent attention to detail, organisational and communication skills.

To make your life working in housekeeping easier, we are proud to offer permanent roles. We have a single vacancy for an afternoon/evening shift: Monday - Friday: 15:00-19:00 on a term time only basis.

Uniform is supplied upon appointment.

KEY RESPONSIBILITIES:

Cleaning and Maintenance:

- Perform a variety of cleaning activities such as sweeping, mopping, dusting, and polishing across classrooms, offices, and communal areas within the school.
- Ensure all rooms are cared for and inspected according to established standards.
- Clean and sanitise restrooms and changing rooms, replenishing toiletries as needed.
- Empty and clean bin containers, disposing of waste in a safe manner.

Health and Safety Compliance:

- Adhere strictly to rules regarding health and safety, including COSHH regulations.
- Be aware of and comply with all company-related practices and policies.



Personal Specification – Housekeeper

Scarisbrick Hall School

QUALIFICATIONS AND SKILLS

Proven experience as a Cleaner or Housekeeper is desirable.

Customer-oriented.

Prioritisation and time management skills.

Working quickly without compromising quality.

Knowledge of English language.

PHYSICAL REQUIREMENTS

Physical stamina and mobility, including the ability to reach, kneel, and bend.

Ability to undertake light manual handling activities.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Safeguarding training will be given.

Applicants must be willing to undergo child protection screening, including checks with past employers and the Disclosure & Barring Service. The school will conduct this check for you.