Job Advertisement

POST:	Cleaner
LOCATION:	St Mary's Church of England Academy, Trinity Avenue, Mildenhall, Suffolk, IP28 7LR
HOURS:	15 hours per week (3pm to 6pm Monday to Friday) Term-time plus 3 weeks (41 weeks per year)
APPOINTMENT:	Permanent
SALARY:	SCP 3 £13.28 (£25,614 FTE)
CLOSING DATE:	Tuesday 3rd November* (we reserve the right to close this advert early if the right candidate applies)
INTERVIEWS:	TBC

GENERAL INFORMATION:

Are you an organised, reliable professional with a keen eye for detail? We are seeking a versatile Cleaner to join our operational team. You will spend 15 hours per week (3:00pm – 6:00pm) leading and performing hands-on cleaning duties amongst the Estates Team. The work is of a physical nature and full health and safety training is provided.

Key responsibilities:

- Cleaning Duties: Deliver high-standard daily cleaning from 3:00pm to 6:00pm, including sweeping, mopping, vacuuming, and sanitising high-touch areas including facility lock up for 6pm close.
- Team Leadership: Organise daily rotas, monitor hygiene standards, and lead the academy's cleaning team.
- Holiday Deep-Cleans: Plan and execute deep-cleaning schedules during the 3 weeks worked outside of term time.

What we are looking for:

- Proven experience in school and/or commercial cleaning and team supervision.
- Flexibility to balance hands-on cleaning with general facilities tasks.
- Good knowledge of health and safety, COSHH and manual handling.
- Ability to work independently and take direction from the Operations Manager.
- Commitment to safeguarding (an enhanced DBS check is mandatory).

In return we offer:

- An ambitious and vibrant place to work.
- Flexibility to manage daily schedule
- A fantastic, supportive and friendly team of teachers and support staff.
- A dedicated cleaning team who work closely together.
- High quality support and CPD
- An opportunity to shape the future of our school

HOW TO APPLY:

For more information including; a full job description/person specification and an application form, please contact the HR Officer via email: HR@smpsac.org

The application form, along with an equal opportunities form, should be returned to the Academy by the specified closing date, and must be accompanied by a supporting letter. Other forms of curriculum vitae are not acceptable in place of a completed application form.

We are a distinctive, caring Christian school, where everyone in the community is valued. It is not a requirement of the role to be a Christian, but candidates should be sympathetic to and support the Christian ethos of the school.

St Mary's Church of England Academy is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Appointment will be subject to references, which are satisfactory for the advertised post, enhanced DBS with barred list information and identity checks.