



WEEKEND HOUSEKEEPING ASSISTANT

Cumnor House School is looking for a reliable and conscientious cleaner to work weekends, term time only. Hours are negotiable.

The rate is **£13 per hour**. This is a very friendly school with excellent facilities, and the cleaning is not heavy.

Statement of Duties

Purpose of the role: To provide cleaning and housekeeping services as directed by the Housekeeper, including classrooms, changing rooms and communal areas.

General duties are to:

Work responsibly, conscientiously and with care, at the Housekeeper's direction, as a cleaner, according to the schedule given and to the standard required.

Maintain the condition of all cleaning equipment and report any problems, including equipment that doesn't work, security doors which don't lock or open, light bulbs, blocked drains, etc. to the Housekeeper.

Make sure the cleaning cupboards are tidy and locked after use, ensure that all cleaning chemicals are kept secure from pupils; report shortages to the Housekeeper.

Arrive promptly, 'clocking' in and out of each shift; ensure that all areas of the site are locked and alarmed after exit, and lights are turned off.

Bear in mind the points on your induction sheet, particularly as regards health and safety, including keeping your Safeguarding training up to date.

Application Process and Safeguarding

You are invited to express your interest and request an application form by contacting Karen German, Head of HR by email: hr@cumnor.co.uk

An application form can also be found on our website using this link:

<https://cumnor.co.uk/information/career-opportunities/>

Please note that Cumnor House is an equal opportunities employer, committed to safeguarding and promoting the welfare of children. The successful applicant will be required to undertake an enhanced criminal record check via the Disclosure and Barring Service. Cumnor House Sussex reserves the right to make an appointment before the closing date.