



KING EDWARD'S SCHOOL  
BIRMINGHAM



KING EDWARD VI  
HIGH SCHOOL FOR GIRLS

## Cleaning Operatives

### POST ONE

Hours: 15 hours per week  
Working Times: 5am – 8am  
Location: Edgbaston, Birmingham  
Start date: September 2026  
Reporting to: Assistant Estates and Facilities Manager  
Salary: Grade 1 SCP 3S £24,146 per annum  
Actual salary based on working hours £9,941 per annum

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### POST TWO

Hours: 20 hours per week  
Working Times: 5pm - 9pm  
Location: Edgbaston, Birmingham  
Start date: January 2026  
Reporting to: Assistant Estates and Facilities Manager  
Salary: Grade 1 SCP 3S £24,146 per annum  
Actual salary based on working hours £13,255 per annum

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### POST THREE

Hours: 15 hours per week  
Working Times: 5am – 8am  
Location: Edgbaston, Birmingham  
Start date: January 2026  
Reporting to: Assistant Estates and Facilities Manager  
Salary: Grade 1 SCP 3S £24,146 per annum  
Actual salary based on working hours £9,941 per annum

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### POST FOUR

Hours: 13 hours 45 minutes- Term-time Only (TTO) plus 16 days  
Working Times: 4.45am – 7.30am  
Location: Edgbaston, Birmingham  
Start date: January 2026  
Reporting to: Assistant Estates and Facilities Manager  
Salary: Grade 1 SCP 3S £24,146 per annum  
Actual salary based on working hours £7,798 per annum



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### **The Role**

The schools are seeking pro-active and hard-working applicants for a Cleaning Operative vacancy starting as soon as possible. Cleaning Operatives report to the Assistant Estates and Facilities Manager and are responsible for cleaning the two Schools, including areas such as classrooms, laboratories, the Ruddock Performing Arts Centre, toilets, changing rooms, sports halls and swimming pools. There are a variety of period style and new buildings on the site. Successful applicants will be required to undertake ongoing professional development and training, providing an exciting opportunity for the successful candidate to develop their skills. Additional work may be required on weekends, closed days and public holidays to meet the needs of the schools, which will be arranged in advance.

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### **Key duties**

To clean areas within the schools, as directed by the Assistant Manager Estates and Facilities; this could include:

- Clean classrooms, corridors, offices, toilets, changing rooms and communal areas daily in accordance with cleaning schedules
- Use specific machinery for cleaning, such as scrubber/dryers, buffers, vacuums, and powered mops etc.
- Sweep, mop, vacuum, and dust surfaces as required
- Empty bins and dispose of waste safely and appropriately
- Refill consumables such as soap, toilet rolls and paper towels
- Report any maintenance issues, damage or health and safety concerns to the cleaning team leader
- Use cleaning materials and equipment safely and in line with COSHH regulations
- Secure areas of the school after cleaning (e.g. close windows, switch off lights)
- Support the wider estates and facilities team during school events or deep cleaning periods
- Follow school policies and procedures, including safeguarding and health and safety



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## Person specification

Experience	Essential	Desirable
Experience of cleaning in a workplace, preferably in a school or similar environment	Y	
Awareness of health and safety and hygiene standards		Y
Reliability, punctuality and attention to detail	Y	
Understanding of safeguarding and promoting the welfare of children and young people.		Y
Health and Safety	Essential	Desirable
Understanding of Health & Safety issues, in particular COSHH and other statutory regulations.		Y
Skills and attributes	Essential	Desirable
Be fully able to carry out all physical elements consistent with the duties of the post.	Y	
Ability to work both independently and as part of a team.	Y	
Demonstrates professionalism, courtesy, and respect in all interactions.	Y	

### How to apply:

To apply for this role, please forward a completed application form and equal opportunities form (both available for download [here](#)) and a covering letter addressed to the Bursar – Finance and Facilities (Mrs Zoe Robinson) by email to: [recruitment@keschools.org.uk](mailto:recruitment@keschools.org.uk)

If you have any queries about the role or would like to discuss it in more detail, please contact the Assistant Estates and Facilities Manager, Jessica Knight – [J.Knight@keschools.org.uk](mailto:J.Knight@keschools.org.uk)

The **deadline for applications is 8am on Monday 22<sup>nd</sup> June\***, however, applications will be reviewed on receipt and so early applications are encouraged. We reserve the right to bring forward the closing date and interview date if sufficient applications have been received.

**Interviews will provisionally take place week commencing 29<sup>th</sup> June\*.**

*King Edward's School and King Edward VI High School for Girls are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants invited to interview will be required to provide proof of identity, preferably a birth certificate, although where this is not available, we will accept other forms of ID. Online searches will also be carried out for all shortlisted candidates, as required by Keeping Children Safe in Education. Successful candidates will be required to undergo an enhanced DBS check and other pre-employment checks. A copy of the School's Safer Recruitment Policy is available on the website [www.kes.org.uk](http://www.kes.org.uk).*