



# Job Vacancy

## Cleaner

- Salary:** Pay point 3 of the Sixth Form Colleges support staff pay scale.  
Current hourly rate of £11.57 per hour (£9,045.41 per annum / £22,312.00 per annum FTE).
- Working hours:** 15 hours per week, 4:00pm to 7:00pm, Monday – Friday.  
During the College holidays, the working hours can be worked flexibly between 7.30 am and 5.30 pm (to be agreed with the Cleaning Supervisor).
- Annual leave:** 22 days bookable annual leave, plus 10.5 bank holidays, increasing to 27 days bookable annual leave after five years' service at the College (pro rata depending on FTE).
- Pension:** Can join the West Yorkshire Pension Fund – employer contribution rate of up to 21.5%, plus Death in Service Grant of 3 x your annual salary.
- FTE:** 0.4054 FTE.
- Contract type:** Permanent.
- Other benefits:**
- Access to Kirklees Employee Healthcare (e.g. private counselling, physio, etc).
  - Eye test vouchers.
  - Flu vaccination vouchers.
  - Free onsite car parking.
  - Cycle to work scheme.
  - Health and wellbeing events throughout the year, including dedicated staff wellbeing day.
  - Enhanced maternity and paternity pay.
  - Personal and professional development opportunities.
- Reports to:** Cleaning Supervisor / Deputy Cleaning Supervisor
- Start date:** As soon as possible.

On behalf of Greenhead College, thank you for your interest in the post of Cleaner. We are pleased that you are considering Greenhead College as the next stage in your career, and we hope, subject to matching our criteria, you will apply.

Greenhead College is located on an attractive campus close to Huddersfield town centre, adjacent to the picturesque Greenhead Park. We are a short drive from the M62 and within walking distance of the train and bus station.

The College is a great place to work, with a warm, inclusive atmosphere existing between students and staff. Our staff are recognised for their hard work and are encouraged to inspire each other, and to develop and grow. We are proud to have a strong and able College Leadership Team, and a highly experienced Board, who work collaboratively to deliver the College's purpose and principles, and strategic objectives.

The College is seeking cleaners to undertake the daily cleaning of the College, working with the Cleaning Supervisor, Deputy Cleaning Supervisor and existing members of the team to ensure a high standard of cleanliness throughout the College.

Ideally, we are seeking applications from experienced cleaners. Although, experience is not essential, as training and support will be put in place for the right candidate. What is key are the right attributes – a hard worker with high standards and the ability to complete tasks.

Applicants should complete and submit the following documents:

- Complete the College's application form.
- Equality and Diversity form.

All applications should be submitted to Jen Rothery, HR and Recruitment Manager, via email address [jobs@greenhead.ac.uk](mailto:jobs@greenhead.ac.uk)

If you apply and are unsuccessful in being called to interview, can we thank you in advance for your time and trouble in making this application. Due to time constraints, it would be impossible to respond to everyone individually - we hope that you will understand.

Greenhead College is committed to safeguarding the welfare of all of its students and staff. The successful candidate will have to meet the requirements of the person specification in order to be offered the post and will be subject to safer recruitment checks, including an enhanced DBS check and two satisfactory references. This position is working in regulated activity and therefore exempt from the Rehabilitation of Offenders Act 1974. Applicants will be required to self-disclose particular criminal convictions should they be shortlisted for interview. Further details can be found within the DBS filtering guide at <https://www.gov.uk/government/publications/dbs-filtering-guidance>

Greenhead College is committed to Diversity and Inclusion and welcomes applications from all sections of the community.