PERSON SPECIFICATION

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| criteria | qualities |
| **Qualifications  and training** | * GCSE English and maths (or equivalent) * Full, clean driving licence (D1, 17 seater Minibus experienced) |
| **Experience** | * Site Management/Caretaking in a school/education environment * Health & Safety compliance in a school/education environment * Working and collaborating within a team * First line maintenance of fixtures/fittings and minor plumbing |
| **Skills and knowledge** | * Ability to respond quickly and effectively to issues that arise * Ability to plan, organise and prioritise to meet deadlines * Ability to use own initiative and act accordingly * IT knowledge – ability to use emails and premises management software system (training will be given) * Ability to build effective working relationships with colleagues * Understanding of data protection and confidentiality * Understanding of safeguarding |
| **Personal qualities** | * Commitment to promoting the ethos and values of the school and getting the best outcomes for all pupils * Commitment to acting with integrity, honesty, loyalty and fairness to safeguard the assets, financial probity and reputation of the school * Ability to work under pressure and prioritise effectively * Commitment to maintaining confidentiality at all times * Commitment to safeguarding and equality * Embraces change well * Deals with difficult situations effectively |