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)
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| **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
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| **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
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| **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
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