

Caretaker

Person Specification

Skills And Abilities	Essential	Desirable	Assessed By
Ability to organise own work, to prioritise tasks and keep to deadlines	√		Application & interview
Ability to work independently and support the work of the team	√		Application & interview
Ability to be flexible and respond effectively to the 'unexpected'	√		Application & interview
Ability for some heavy lifting, physical fitness appropriate to tasks required	√		
Ability to communicate and interact effectively with students and adults	√		Application & interview
Ability and willingness to carry out the instructions of managers	√		Interview
Basic training in one or more of the following; plumbing, general and ground maintenance	√		Application & interview
ONC, OND, City & Guilds in building trade, i.e. building maintenance, caretaking, etc.		√	Application & interview
Knowledge			
An understanding of health, safety and security issues in schools	√		Interview
An understanding of quality and customer service as applied to work in schools	√		Application & interview
Qualifications and Experience			
Willingness to successfully complete any training relevant to the job	√		Interview
GCSE at level A – C in English and mathematics or equivalent		√	Application
First Aid at Work Certificate		√	Application
Experience, on a voluntary or paid basis in a similar role		√	Application & interview
Willingness and motivation to develop own skills.	√		Interview