



# Caretaker

## Person Specification

resilience | teamwork | independence | respect

(E) – Essential

(D) – Desirable

Education and Qualification		Evidence
D	Relevant qualifications in one or more areas: plumbing, carpentry, painting and decorating, building work, PAT testing	<ul style="list-style-type: none"> <li>Application Form</li> <li>Letter of application</li> </ul>
D	Willingness to undertake appropriate training	
Experience		Evidence
E	Experience working in a team	<ul style="list-style-type: none"> <li>Application Form</li> <li>Letter of application</li> <li>References</li> </ul>
D	Experience of DIY including decorating and building maintenance in a professional capacity	
D	Experience working in an educational environment	
D	Experience completing site checks and monitoring as part of ongoing H&S process e.g. fire alarms, legionella, water temperature	
Professional Knowledge and Understanding		Evidence
E	Knowledge and understanding of techniques for the repair of damaged or defective equipment or resources	<ul style="list-style-type: none"> <li>Interview</li> <li>Letter of application</li> <li>References</li> </ul>
E	Knowledge and understanding of the importance of Health and Safety	
D	Knowledge of specific premises issues: security, Health and Safety, heating systems, buildings, COSHH regulations.	
D	Experience in one or more areas: plumbing, carpentry, painting and decorating, building work,	
D	Experienced PAT testing	
Skills, Qualities and Abilities		Evidence
E	Positive and forward-thinking outlook with an open and flexible attitude to school life.	<ul style="list-style-type: none"> <li>Interview</li> <li>Letter of application</li> <li>References</li> <li>References</li> </ul>
E	Personal values that align with our school vision and values	
E	Willing to engage and support the 'small school' ethos and wider community.	
E	Ability to organise work, priorities tasks, make decisions and manage time effectively.	
E	An ability to remain positive and enthusiastic when working under pressure.	
E	An ability to build and maintain good relationships with all of the school community.	
E	Good interpersonal skills	
E	Computer literate and confident to use basic ICT systems	
E	Good sense of humour	
E	Warm and caring	
E	Able to use practical skills to improve the site and buildings	
E	Able to deal with emergencies and problems in a positive and systematic manner	
E	Be proactive and work on own initiative	
E	Fit and able to carry out duties	
E	Ability to deal with some manual handling	