

Person Specification

Caretaker

Criteria	Essential	Desirable
Qualifications		
Qualified or willingness to complete essential training courses eg; Asbestos, Legionella, Swimming Pool Operators	x	
Qualifications in plumbing or electrics		x
Experience		
Experience of general maintenance/repair	x	
Working within an educational environment.		x
Working effectively both individually and as part of a team	x	
Knowledge and Skills		
Awareness of Health & Safety	x	
Using basic power tools and other equipment to complete basic property repair and maintenance	x	
Dealing with specific premises issues: security, Health & Safety, heating systems, building construction, COSHH regulations.		x
Swimming Pool management systems		x
Deal with emergencies and problems in a positive and systematic manner	x	
Ability to use IT and software systems ie; emails, compliance software	x	
Anticipate and reduce risk where possible;	x	

Use initiative to develop more efficient and cost-effective ways of working	x	
Personal Qualities		
Communicate effectively (both orally and in writing)	x	
Use initiative and work independently	x	
Ability to manage time effectively and complete tasks to a high standard	x	
Self motivated and reliable	x	
Practical	x	
Flexible	x	
Other Requirements		
This post is subject to enhanced DBS	x	