

Penketh South Community Primary and Nursery School
Person Specification : Caretaker



	Essential	Desirable
Experience	<p>Basic awareness of Health & Safety Knowledge of cleaning standards Building security Supervision of maintenance contractors (visiting) General maintenance and repair skills Able to work on own initiative</p>	<p>Previous school experience Caretaking experience Electrician. Glazier Plumber Engineer Joiner Gardener</p>
Qualifications	<p>No formal qualifications essential but evidence of appropriate levels of literacy and numeracy required Evidence of sufficient technical skills to carry out the responsibilities of the post Willingness to attend training courses</p>	<p>Maintenance or building trades related qualification Ability to understand and apply regulations such as health & safety, manual handling, COSHH, Legionella etc.</p>
Special Aptitudes	<p>Able to carry out duties detailed in Job Description Willingness to learn A certain level of computer literacy and the ability to learn an online system for compliance Literate - able to maintain an online log; write clear instructions; order and maintenance reports. Able to work as part of team and on own Sets high standards of cleanliness and hygiene Commitment to the establishment of a pleasant, clean work environment in the school</p>	
Interpersonal Skills	<p>Good communicator Courtesy Able to relate to people of all ages, particularly children Pleasant and positive personality Reliability Awareness of Safe uardin and Child Protection</p>	
Special Circumstances	<p>Willing and able to attend for agreed work pattern of split shift Willing to work evening/weekend overtime if required Flexibility re working hours and the changing responsibilities of the post Adaptable The position is subject to enhanced DBS clearance (Disclosure and Barring Service) (reviously known as CRB- Criminal Records Bureau)</p>	<p>Access to transport</p>