

# Person Specification

**This table lists the essential and desirable requirements needed in order to perform the job effectively.**

Candidates will be shortlisted based on the extent to which they meet these requirements.

**Essential:** Requirements without which the job could not be done.

**Desirable:** Requirements that would enable the candidate to perform the job well.

**Evidence:** **A** = Application Form, **I** = Interview, **R** = Reference.

	Essential	Desirable	Evidence
<b>Qualifications and Professional Development</b>			
Literate - Able to read and understand instructions	X		A
Numerate - Able to deal with simple calculations and timesheets	X		A
<b>Experience</b>			
Working with children		X	A
Working as part of a team to achieve objectives		X	A / I / R
Knowledge of cleaning machines and materials.		X	A / I
<b>Professional Knowledge and Understanding</b>			
Knowledge of cleaning machines and materials.		X	A
Working knowledge of COSHH and the safe use if cleaning chemicals within an education environment		X	A
<b>Personal Skills and Attributes</b>			
Ability to have positive interactions with adults and children of all ages	X		A / I
Able to maintain confidentiality at all times about school issues, within school and in the wider community	X		A / I / R
Capable of lifting/ carrying goods and furniture with assistance where necessary.	X		A
<b>Other</b>			
A willingness to promote the ethos of the school	X	X	A
Commitment to the School's Equal Opportunities Policy and Acceptance	X		A