

GLF Schools - Person Specification

Job Title: Cluster Premises Manager		
	Essential	Desirable
Education and Training		
Good general education, grade 'C' at GCSE (or equivalent) in English & Maths	√	
Recognised training/qualifications associated with premises management		√
Health and Safety qualification		√
Professional and Experience		
Experience in a building/site maintenance role including forward planning and problem solving	√	
Experience of supervising and line managing staff		√
Experience of working in a school environment		√
Knowledge and Skills		
Proven building maintenance skills	√	
Good oral and written communication skills	√	
Ability to gather information and problem solve	√	
Ability to manage people directly and indirectly	√	
Ability to prioritise and manage workflow whilst maintaining a flexible approach to respond to urgent requests	√	
Knowledge of compliance and health and safety in a similar environment	√	
Knowledge of building maintenance works e.g. plumbing carpentry, electrical		√
Good written and verbal communication skills	√	
Personal Attributes		
Enthusiastic team player	√	
Adaptable and supportive of colleagues	√	
Good attention to detail	√	
Have a positive can do attitude, energy and commitment	√	
Passionate and committed to the development of children/students	√	
Good time management	√	
Safeguarding		
<p>GLF Schools is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The successful candidate will have to meet the person specification and will be required to apply for a DBS disclosure. We particularly welcome applicants from under- represented groups including those based on ethnicity, gender, transgender, age, disability, sexual orientation or religion.</p>		