



## Person Specification

<b>Qualifications and Training</b>		
<b>Evidence of:</b>		
GCSE Grade C or above in English & Maths (or equivalent)	<b>E</b>	
IOSH or NEBOSH qualification	<b>E</b>	
Qualification equivalent to NVQ Level 3 in a relevant trade such as electrical, plumbing or carpentry		<b>D</b>
Certificates of training in relevant policies and procedures including Health & Safety, COSHH, Fire Safety, Manual Handling, Working at Height	<b>E</b>	
Minimum of 2 years' experience working in a similar role	<b>E</b>	
Full UK Driving Licence and own transport	<b>E</b>	
Willingness to further develop skills and knowledge through staff development opportunities	<b>E</b>	
<b>Professional Skills and Experience</b>		
<b>Evidence of:</b>		
Excellent written and verbal communication and interpersonal skills	<b>E</b>	
Knowledge of Microsoft Office applications and other IT packages	<b>E</b>	
Ability to drive change and manage minor/major projects in order to deliver the strategic aims of the trust	<b>E</b>	
Working knowledge of health, safety and compliance legislation	<b>E</b>	
Knowledge of equal opportunities in the workplace	<b>E</b>	
Experience of working in a similar role	<b>E</b>	
Education sector experience		<b>D</b>
Experience of managing resources, budgets and contracts	<b>E</b>	
Experience of managing a team	<b>E</b>	
To have appropriate ability to carry out a wide range of minor repairs/improvements such as electrical, plumbing, carpentry or building skills so to maintain and develop the fabric and fittings of the school estate.	<b>E</b>	
Experience of using Every compliance system		<b>D</b>

<b>Personal Qualities</b>		
A friendly, warm and welcoming manner with a good sense of humour	<b>E</b>	
A commitment to the safeguarding and wellbeing of our students	<b>E</b>	
Experience of working with and an empathetic approach towards young people with SEMH needs		<b>D</b>
Ability to stay calm under pressure and to meet deadlines to deliver agreed objectives	<b>E</b>	
Ability to work with and alongside colleagues to ensure an outstanding educational offer for our young people	<b>E</b>	
Ability to be proactive in identifying and attending to any deficiencies in the trust estate.	<b>E</b>	
Ability to use initiative to deal with routine and complex matters	<b>E</b>	
Ability to manage and prioritise own work load effectively, and that of others	<b>E</b>	
Ability to maintain confidentiality at all times	<b>E</b>	
A flexible approach to working and willingness to adapt and respond to the changing and varied needs of the organisation	<b>E</b>	

**Essential (E), must have**

**Desirable (D), should have**