



Senior Estate and Facilities Caretaker Person Specification

Qualifications and Training

- Relevant facilities, caretaking, maintenance, or estates-related qualification desirable (e.g. IOSH Working Safely or equivalent health and safety training).
- Demonstrable knowledge of health and safety legislation and safe working practices.
- Evidence of ongoing professional development and a commitment to continued training.
- Relevant qualifications or training in pool maintenance – desirable.

Experience

- Experience working within premises, estates, caretaking, or site maintenance environments.
- Experience supporting and working alongside colleagues, contractors, and external service providers.
- Experience carrying out routine inspections, maintenance tasks, and site security duties.
- Experience assisting with the coordination of maintenance works and reporting defects.

Skills and Knowledge

- Good communication and interpersonal skills, with the ability to work effectively with staff, pupils, contractors, and visitors.
- A good level of ICT skills, including the use of Microsoft Office and maintenance reporting systems.
- Strong organisational skills and the ability to prioritise workloads effectively.
- Good knowledge of health and safety legislation and compliance requirements relevant to school premises.
- Practical problem-solving skills and the ability to work under pressure when required.
- Ability to respond flexibly to changing priorities and operational needs.
- Basic understanding of building maintenance systems and caretaking responsibilities.

Personal Qualities

- Proactive, reliable, and willing to adopt a hands-on approach to maintaining the school site.
- Well organised, efficient, and able to work independently with minimal supervision.
- Understanding of, and commitment to, the Christian ethos and values of the school.
- Demonstrable respect for young people through positive attitudes and behaviour.
- Ability to maintain confidentiality and professionalism at all times.
- A flexible and positive approach, with a strong commitment to providing a safe, secure, and welcoming environment for the school community.