



PERSON SPECIFICATION

Site Manager

Attributes	Essential	Desirable	Method of Assessment
Education and Qualifications	- Full UK driving license (and use of own vehicle required) - D1 License (Minibus)	Qualification relevant to the role	AF
Experience	- Undertaking varied roles of maintenance and health and safety - Specific premises issues e.g. heating systems, COSHH regulations, security, cleanliness, portorage	Working within an educational environment	AF; I
Knowledge and understanding	- The basic principles of site management, including carpentry and decorating - Techniques for the repair of damaged and defective equipment/resources		AF; I
Skills and ability	- Effective and efficient team working - Able to undertake manual work - Good interpersonal skills - Use practical skills to improve and maintain the site and buildings - Deal with emergencies and problems in a positive and systematic manner - Work on own initiative, showing good self-motivation - Anticipate and reduce risk where possible - Communicate effectively (both orally and in writing) - Use basic power tools and other equipment to make repairs and improvements		I; R
Personal Qualities	- Willing team member - Hardworking - Commitment to equal opportunity - Practical, Adaptable, Flexible		I; R
Circumstances and Health	- Attend Training days - Suitability to work with children - Lone working is essential - Must have D1 license		AF; I

Key: Application Form (AF)

Interview (I)

References (R)

CLPT Riversides School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.