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| Text  Description automatically generatedPerson SpecificationSite Manager |
|  |  | **Essential** | **Desirable** |  |
| **Qualifications, Knowledge and****Skills** | * Good level of education (GCSE Maths and English, NVQ or relevant experience).
* Full U.K. driving license \*
* Good knowledge of skilled trades, high standards of work and typical costs.
* Excellent knowledge of health and safety and compliance legislation in public buildings.
* Excellent knowledge of buildings and grounds maintenance procedures.
* Good knowledge of Health and Safety relating to premises, plant, and equipment.
* ICT literate, including the ability to create and manipulate spreadsheets.
* Excellent influencing skills and the ability to engage others in new ideas.
* Ability to promote and develop positive relationships within and

beyond the Trust. | * Appropriate qualification in skilled trades, leadership and management, health and safety or project management.
* A recognised First Aid Qualification.

Appropriate Safeguarding Training. |
| **Personal Development and Additional Learning** |  * Shows commitment to professional and self-development.
* Willingness to attend any training relevant to the role.
 | * Evidence of successfully supporting colleagues to improve.
* Evidence of continuous professional development.
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| **Experience and Personal Attributes** | * Experience of managing staff and operational functions/activities.
* Experience of dealing with a variety of people and understands the need for effective relationships.
* Ability to communicate effectively and efficiently.
* Experience of working alone using

own initiative and working as part of a team. | * Experience of managing buildings related service contracts.
* Experience of negotiating contracts and services.
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| **Initiative and Motivation** | * Self-motivated with excellent organisational skills and the ability to prioritise workload effectively under pressure.
* Ability to think creatively and imaginatively in order to anticipate and solve problems.
* Ability to hold others to account and effectively manage performance of individuals and teams.
* A high level of self-awareness – knowing own strengths and areas for development.
* Supports the Trust’s vision, values

and behavioural framework and is able to inspire, challenge and motivate others. |  |
|  | **Commitment** | * Commitment to diversity and equality of opportunity in all

working practices. |  |  |
|  | **Attendance** | * A good attendance record in current employment, (not including absences due to disability).
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\**The postholder is required to ensure they have the appropriate business insurance to meet the requirements of the post.*