

# THE LEGACY LEARNING TRUST ACKLAM GRANGE SCHOOL

## PERSON SPECIFICATION: Site Operative



	Essential	Desirable	Measured by
<b>Qualifications/ Training</b>	<ul style="list-style-type: none"> <li>Educated to GCSE Standard at Grade A* – C for a minimum of 5 GCSEs including Mathematics and English, or equivalent qualifications.</li> <li>Commitment to work towards first aid qualification</li> <li>Willingness to undertake any further training relevant to the role</li> </ul>	<ul style="list-style-type: none"> <li>Further professional qualifications</li> <li>Evidence of related training</li> <li>First Aid qualification.</li> </ul>	A/Q  A/Q I
<b>Experience</b>	<p><b>Should have knowledge and experience of:</b></p> <ul style="list-style-type: none"> <li>Maintaining buildings and equipment, preferably within an education environment</li> <li>Building Security</li> <li>Use of cleaning and maintenance equipment</li> <li>Domestic cleaning and small decorating competency</li> <li>Stock control of personal hygiene products</li> <li>Work as part of as team and using own initiative</li> <li>Following Health and Safety Guidelines</li> </ul>	<ul style="list-style-type: none"> <li>Health and Safety 'Risk' in support of building safety</li> <li>Grounds Maintenance</li> </ul>	A/I
<b>Skills and Ability</b>	<ul style="list-style-type: none"> <li>Ability to work in a busy environment</li> <li>Ability to meet deadlines and work to a tight schedule</li> <li>Ability to manage own work effectively</li> <li>Safe working procedures with regard to chemicals, plant and machinery</li> <li>Excellent communication skills and the ability to relate to a wide range of people and adapt approach as appropriate</li> <li>Ability to work flexibly across whole school to meet requirements</li> </ul>	<ul style="list-style-type: none"> <li>A range of handy person skills</li> <li>Use of basic power tools and other equipment to make repairs and improvements</li> </ul>	A/I A/I I
<b>Person Characteristics</b>	<ul style="list-style-type: none"> <li>Excellent attendance and punctuality</li> <li>Ability to work flexibly</li> <li>Reliability and integrity</li> <li>Positive and optimistic</li> <li>Humour and resilience</li> <li>Committed to safeguarding and promoting the welfare of children and young people</li> <li>Able and willing to establish good professional relationships</li> <li>Commitment to high standards</li> <li>Willingness to learn</li> <li>On occasions, be willing to work evenings and weekends for special events</li> </ul>		I     A/I

Measured by Key:

A: Application form/letter

Q: Qualification Check

I: Interview