

Samuel Allsopp Primary and Nursery School				
Person Specification – Level 3+				
Job No.	Post Title	Grade	JE Pts	Date
S401	Site Supervisor	Grade 7	199 Hay	March 2025

Essential Criteria	Measured By
Experience <ul style="list-style-type: none"> Extensive experience of working in a site security, maintenance environment. Management experience. 	AF/I
Qualifications/Training <ul style="list-style-type: none"> NVQ 3 Building Maintenance & estates service, or equivalent qualification in a relevant discipline. 	I
Knowledge/Skills <ul style="list-style-type: none"> Good understanding and ability to use specialist equipment/resources. Ability to organise, lead and motivate other staff. Ability to plan and develop systems. Full working knowledge of relevant policies/codes of practice/legislation. Ability to relate well to children and to adults. Good organising, planning and prioritising skills. Methodical with a good attention to detail. 	AF/I
Behavioural Attributes <ul style="list-style-type: none"> Builds personal relationships with stakeholders, through regular contact and consultation Coaches and empowers team members to take responsibility for ensuring customer care. Understands the schools development plan and how it relates to team and individual objectives. Accepts, supports and quickly implements change Identifies and promotes best practice and encourage the sharing of ideas. Positively communicates, making communication clear and accessible, Proactively seek opportunities to increase job knowledge and understanding Values the diversity of individuals, adaptable approach to meet individual needs and effectively utilise the diversity of team members. Works with others to resolve differences of opinion and resolve conflict Requires minimum supervision Takes responsibility for own and team actions Identifies and overcomes barriers and manage risks Takes quick and effective action Demonstrates focused implementation of role and responsibilities Builds strong team ethos where everyone feels valued Provides timely, sensitive and honest feedback on performance 	

<ul style="list-style-type: none"> • Is accountable for own development and encourages the ownership of development needs amongst team members. 	
AF – Application form	I - Interview

Note 1:

In addition to the ability to perform the duties of the post, issues relating to safeguarding and promoting the welfare of children will need to be demonstrated these will include:

- ***Motivation to work with children and young people.***
- ***Ability to form and maintain appropriate relationships and personal boundaries with children and young people.***
- ***Emotional resilience in working with challenging behaviours and***
- ***Attitudes to use of authority and maintaining discipline.***