

### Person Specification - Premises Person

Essential = minimum standards each candidate should demonstrate

Desirable=features that enable a candidate to perform the job more effectively

#### Attributes

#### Essential

#### Desirable

<u>Qualifications</u>	<ul style="list-style-type: none"> <li>• GCSE Level 4 (C) or above in English and Maths</li> <li>• IOSH Certificate Level 3 or above or equivalent</li> </ul>	Tradesperson Certificate PAT Testing Certificate COSH Manual Handling Working at Height First Aid at Work Certificate
<u>Knowledge and skills</u>	<ul style="list-style-type: none"> <li>• Good Communication skills</li> <li>• Good IT skills</li> <li>• Commitment to continuing professional development</li> <li>• Relevant trade skill e.g., carpentry, painting and</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to evaluate learning needs of self</li> <li>• Previous Caretaking experience</li> <li>• Good Maintenance skills</li> </ul>

	<p>decorating, general maintenance</p> <ul style="list-style-type: none"> <li>• Good knowledge of Health &amp; Safety Legislation</li> <li>• An understanding of basic maintenance work</li> <li>• An understanding of security</li> </ul>	
<b><u>Physical</u></b>	<ul style="list-style-type: none"> <li>• Able to carry out the duties of the post with reasonable adjustments where necessary</li> </ul>	
<b><u>Personal skills/special(ist) knowledge</u></b>	<ul style="list-style-type: none"> <li>• A team player with the ability to use initiative to plan own work time, in particular maintenance projects</li> <li>• Ability to ensure effective cascading of information</li> <li>• Ability to communicate with a wide range of people</li> <li>• Ability to develop and maintain good relationships with colleagues</li> <li>• Flexible attitude, able to respond to emergency call-outs and any other extra work requirements</li> </ul>	<ul style="list-style-type: none"> <li>• A sense of humour</li> </ul>

<p><b><u>Special working conditions</u></b></p>	<ul style="list-style-type: none"><li>• A commitment to safeguarding children and child welfare, in line with the school's Safeguarding Children and Child Protection Policy</li></ul>	
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