

# Person Specification

## Whitley Academy



<b>Job Title:</b>	Site Services Apprentice	<b>Grade:</b>	Apprenticeship programme
<b>Location:</b>	Whitley Academy	<b>Hours:</b>	30 hours all year round

	Job Requirements
<b>Desired Skills &amp; Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Ability to use tools and equipment safely and effectively without close supervision</li> <li>• Ability to work proactively and to direction</li> <li>• Ability to work outdoors in inclement weather</li> <li>• Basic ICT skills</li> <li>• Ability to climb a ladder</li> <li>• Ability to lift and move heavy items</li> <li>• Attention to detail in all aspects of work</li> <li>• Flexibility to work at a variety of times</li> <li>• Flexibility to undertake a variety of tasks</li> <li>• Commitment to working with young people and to work in support of the inclusive ethos of the school</li> <li>• Problem Solving</li> <li>• To maintain and update manual and computerised records and log sheets.</li> </ul>
<b>Educational</b>	<ul style="list-style-type: none"> <li>• A good Secondary Education.</li> <li>• Able to meet the entry requirements of the Level 2 Property Maintenance Operative qualification, and to attend and undertake the studying and coursework required to complete the course .</li> </ul>
<b>ESSENTIAL CHARACTERISTICS FOR A WHITLEY ACADEMY STAFF MEMBER.....</b> <ul style="list-style-type: none"> <li>• Resilient</li> <li>• Passionate about all young people's learning and having the chance to learn.</li> <li>• Enthusiasm for teaching and learning</li> <li>• Positive outlook</li> <li>• Team Player</li> <li>• Advocacy for Whitley students and its community.</li> </ul>	

<b>Special Requirements</b>	We are an equal opportunities employer and are committed to safeguarding and promoting the welfare of children. This post is exempted under the Rehabilitation of Offenders Act 1974 and as such, appointment will be conditional upon the receipt of a satisfactory response to a check of police records via the Disclosure and Barring Service (DBS).
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Date Reviewed: October 2017: