**Person specification**

|  |  |
| --- | --- |
| **Job title:** | Facilities Estates Operative |
| **Location:** | The Grammar School at Leeds, Alwoodley Gates – may be asked to assist at Rose Court, Headingley on occasion |

**Qualifications & attainments**

1. Literacy and Numeracy at level 2 or be prepared to try to achieve within 2 years

2. Building or its allied trade’s qualification preferred

3. Health and safety qualification preferred

**Experience & knowledge**

4. Previous experience within a similar role

5. Previous experience of working in a similar environment

6. Working in a multi skilled or multi tasked team

7. Previous experience in the building or allied trades

8. Substantive knowledge and understanding of Health & Safety requirements including COSHH

9. Experience of using specialist tools and equipment associated with this role

**Skills & qualities**

10. Show commitment to providing excellent customer service

11. Ability to work on own initiative and as part of a team

12. Ability to prioritise and cope with a demanding workload

13. Average computer literacy and communication skills

14. Average DIY skills and competency

**Personal qualities**

15. A strong team player

16. Friendly, approachable and polite

17. Able to work under pressure

18. Openness to new ideas and practices

19. Flexible, adaptable with a Can do Attitude

**Values & ethos**

20. Commitment to the School’s support and promotion of Equality & Diversity

21. Committed to child protection and the promotion of a safe environment for children

and young people to learn in

**Work circumstances**

22. Role will involve working flexibly, this will require changing shift on occasions to support colleagues

23. Role may occasionally involve working at the other campus other than normal place of work

24. Role will involve lifting and operating machines and other equipment

25. Role will involve physical activity

26. The role will require a driving licence