



Person Specification
Caretaker

Criteria	E/D	A/I
<u>Experience</u>		
Experience of working to Health and Safety legislation	E	A/I
Experience of undertaking basic repairs / maintenance work	E	A/I
Experience of being a key holder	D	A/I
Previous experience working in an education setting	D	A
<u>Skills and Abilities</u>		
Excellent literacy and numeracy skills - Minimum of GCSE or equivalent grade 'C' in English and Maths	E	A
Excellent time management and organisational skills	E	A/I
Flexible regarding hours of work including the ability to work of a weekend	E	A/I
Excellent basic maintenance skills – i.e. able to competently undertake basic repairs	E	A/I
Can work well as part of a team and on an individual basis	E	A/I
Able to communicate effectively with adults and children	E	A/I
Able to undertake specialist trade capabilities – e.g. a 'time served' plumber/decorator/electrician etc.	D	A/I
Good IT skills including knowledge of MS Office	D	A/I
Trade related qualifications	D	A
Full, clean, driving licence	E	A
<u>Commitment to Equal Opportunities</u>		
Ability to understand and demonstrate commitment to equality and diversity	E	A/I

E = Essential requirement of the role

D = Desirable requirement of the role

A = Assessed via the application form

I = Assessed at Interview

