

PERSON SPECIFICATION

Job Title: Caretaker	Grade 4 (Point 7 – 10)
Commencing: As soon as possible	Date Prepared: June 2022

ATTRIBUTES	ESSENTIAL	DESIRABLE
Qualifications/ Training	<ul style="list-style-type: none"> Willingness to train in appropriate maintenance/health and safety areas. 	<ul style="list-style-type: none"> Qualifications/skills in the areas of building maintenance, carpentry, plumbing or grounds maintenance.
Experience	<ul style="list-style-type: none"> Experience in building maintenance, carpentry, plumbing or grounds maintenance. Working within a team. 	
Aptitudes and Abilities	<ul style="list-style-type: none"> Highly motivated person who takes a pride in their work and the maintenance of the school. Good interpersonal skills. Ability to liaise and communicate effectively with staff, pupils, visitors and contractors. Ability to work under own initiative with an awareness of school policies and procedures. Ability to prioritise tasks. Ability to maintain accurate records. Commitment to supporting the schools aims and objectives. Ability to handle confidential information with discretion. Reliability and flexibility. Ability to undertake physical work. 	<ul style="list-style-type: none"> Willingness to seek ways to improve systems and procedures.
Knowledge	<ul style="list-style-type: none"> Knowledge of Health and Safety legislation and requirements or willingness to learn. 	<ul style="list-style-type: none"> Awareness of risk management in a school environment.

ATTRIBUTES	ESSENTIAL	DESIRABLE
Special conditions	<ul style="list-style-type: none"> • Fully supportive and respectful of the Christian ethos of the school. • Willingness to participate in the school's individual appraisal scheme and resulting training courses 	