

Assistant Caretaker

Person Specification

Requirement	Essential	Desirable
Qualifications	Good numeracy and literacy skills (GCSE A-C or equivalent)	- Relevant trade qualification - First Aid
Experience	- Experience working in a maintenance or caretaking role - Experience of using appropriate specialist equipment e.g. ladders, scaffold etc	- Experience of working in a school environment or around children - Experience of caretaking/site keeping in a school
Knowledge and understanding	- An understanding of and ability to undertake DIY tasks - Understand the role of external agencies working in and around a school - Understand the importance of record keeping	- Good knowledge and understanding of Health and Safety regulations - Good knowledge of First Aid
Skills and attributes	- Maintenance skills e.g. plumbing, carpentry, plastering and repairs - Good general fitness and mobility with an ability to undertake all physical aspects of the job - Ability to deal with everyone in a positive and professional manner - Strong communication skills at all levels - Ability to work independently and with initiative - Ability to work constructively as part of a team - Willingness to be flexible and sometimes adjust working arrangements to meet the needs of the business	