



Person Specification: Caretaker/ Site Operative

Job Requirements

Qualifications and Training	1.) Educated to a satisfactory standard in order to communicate effectively, both written and oral (Essential) 2.) Driving Licence (Essential)
Experience	1.) Experience of undertaking a range of caretaking duties skills and abilities (Essential) 2.) Specific trade strengths in any area would be advantageous but not essential.
Knowledge and Understanding	1.) An understanding of the main Health and Safety Regulations, including COSHH and how they apply in a school environment (Desirable) 2.) A knowledge of grounds maintenance (Desirable) 3.) Attention to detail to ensure work place is thoroughly clean (Essential) 4.) Flexibility, able to work on own initiative and as part of a team (Essential)
Skills and Abilities	1.) Ability to identify work priorities and manage own workload, whilst ensuring that lower priority work is kept up to date (Essential) 2.) Ability to act on own initiative, dealing with any unexpected problems that arise (Essential) 3.) Ability to effect minor repairs (Essential) 4.) Ability to work effectively and supportively as a member of the school team (Essential) 5.) Willingness to participate in further training and development opportunities (Essential) 6.) Computer literate with good working knowledge of ICT including using the internet and Microsoft office suite (Desirable)