



Caretaker – Person Specification

Essential Qualities:

- Be responsible, honest and reliable
- Be practical and able to carry out semi-skilled handyperson jobs
- Have experience working as a handyperson
- Stay calm in an emergency
- Have good verbal communication skills
- Be prepared to start work early in the morning
- Have some experience of managing stock and placing orders
- Understand safe working practices and health and safety legislation
- A sound understanding of COSHH regulations
- Be able to interpret technical information
- Be well-organised and able to prioritise their own work
- Be happy to work on their own and capable of supervising other people
- Educated to GCSE level – English and Maths
- Be willing to undertake training / induction
- Be prepared to provide emergency access to the site / out-of-hours contact.

Desirable Qualities:

- Have some understanding of building construction and design
- Knowledge of moving and handling procedures
- Relevant experience
- Caretaking / site-keeping experience in a school or similar environment