



Site Assistant

Person Specification: Site Assistant

	Essential	Desirable	How to be tested
Qualification criteria: <ol style="list-style-type: none"> 5 GCSEs including Maths and English (or equivalent). Eligible to work in the UK. Valid UK driving licence. 	✓	✓ ✓	Application form
Experience of: <ol style="list-style-type: none"> Working in a maintenance/gardening role. Working in an educational environment. Have practical knowledge of vehicle and machinery maintenance. Experience of driving a minibus preferable, with D1 or equivalent. First Aid (training could be offered). 		✓ ✓ ✓ ✓ ✓	Application form and interview
Behaviours, Skills and Strengths: <ol style="list-style-type: none"> Able to undertake minor maintenance activities such as gardening, repairs, painting etc. Must be physically fit, able to bend, lift and use step ladders. Good communication skills and the ability to listen and communicate confidently, effectively, and sensitively at all levels within and outside of the organisation. Good organisational and time-management skills. Able to work under pressure, prioritise, and meet deadlines. Able to work independently and use own initiative but also be an effective team player. Able to demonstrate high levels of honesty and integrity at all times. A willingness to acquire specialist knowledge of site management/maintenance and Health and Safety. Able to take responsibility, be flexible and adaptable, be positive, enthusiastic and energetic with a can-do attitude. Committed to the aims and ethos of the School. 	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓		Application form and interview
Other: <ol style="list-style-type: none"> This post is subject to an enhanced DBS disclosure. The post holder must be committed to safeguarding the welfare of children. 	✓ ✓		DBS Process References