

Person Specification

POST: Caretaker/Site Manager
ALLOWANCE: H3/H5
NAME OF SCHOOL: Mount Pleasant Lane School

Personal Characteristics – the candidate will:	Essential	Beneficial
Be enthusiastic and positive about the school	✓	
Show a 'can do' approach to all aspects of his/her work	✓	
Understand the importance of safe working practices		✓ (training will be required)
Understand the importance of safeguarding children		✓ (training will be required)
Show pride in the physical environment of the school	✓	
Be able to relate well to staff, parents, governors and pupils	✓	
Be willing to undergo relevant training	✓	
Skills – the candidate can:		
Undertake a range of basic maintenance and repair work to a high standard	✓	
Liaise effectively and professionally with colleagues	✓	
Communicate effectively with managers, staff, pupils, governors and parents – using appropriate technology (e.g. e-mail) when required	✓	
Solve problems, make recommendations and show independence and initiative	✓	
Work effectively in partnership with all members of the school community including parents, governors and users of the school premises	✓	
Experience – the candidate has:		
Validated evidence of experience relating to practical skills (e.g. painting and decorating; building repairs; health and safety training; IT skills for admin)	✓	
Experience of working with children		✓
A validated track record of good problem solving skills	✓	
Capacity to develop community links		✓
Education, Qualifications and Training – the candidate has:		
Evidence of accredited qualifications relating to practical skills (e.g. painting and decorating; building repairs; health and safety training; IT skills for admin)		✓
Practical Requirements – the candidate is:		
Physically able to undertake practical work including portering duties and use of ladders – following health and safety procedures	✓	