

Chater Infant School

Personal Specification for Caretaker (H3)

Essential	Desirable
<ul style="list-style-type: none"> ❑ <i>Physically fit to carry out the duties of the job</i> ❑ <i>Working in a team</i> ❑ <i>Flexibility and sensitivity to the needs of a wide range of users</i> ❑ <i>Reliability and punctuality</i> ❑ <i>Sense of humour and enthusiasm</i> ❑ <i>Hard working and trustworthy</i> ❑ <i>Friendly, open and approachable</i> ❑ <i>Willingness to be involved in all aspects of school life</i> ❑ <i>Patience, creativity, enthusiasm</i> ❑ <i>Able to work both under direction and using own initiative, as appropriate</i> ❑ <i>Ability to manage own workload, prioritise and also ensure lower priority work is up to date.</i> ❑ <i>Ability to demonstrate good interpersonal skills to communicate clearly and effectively with staff, contractors, children and parents</i> ❑ <i>Physically able to operate heavy duty cleaning equipment and lift heavy objects</i> ❑ <i>Able to organise and supervise cleaners</i> ❑ <i>Able to provide basic training and monitor, inspect and record the work of cleaners/contractors</i> ❑ <i>Able to keep work records and audits</i> ❑ <i>Willing to participate in training and development opportunities offered by school and HCC to enhance maintenance skills</i> ❑ <i>Willingness to maintain confidentiality on all school matters</i> ❑ <i>Basic building maintenance requirements</i> ❑ <i>Health and Safety in a working/school environment</i> ❑ <i>To know what are high standards in cleaning and demonstrate in own work</i> ❑ <i>Displays commitment to the protection and safeguarding of children and young people.</i> 	<ul style="list-style-type: none"> ❑ <i>English/ Maths GCSEs or equivalents (Grade C or above)</i> ❑ <i>Experience of working with children/ in school environment</i> ❑ <i>Evidence of specialism in specific curriculum areas or area of particular learning difficulty</i> ❑ <i>Working with pupils with English as an additional language</i> ❑ <i>Knowledge of first aid/basic hygiene</i> ❑ <i>Strong interpersonal and team working skills</i> ❑ <i>Experience and/or skills in building maintenance</i> ❑ <i>Has up-to-date knowledge of relevant legislation and guidance in relation to working with, and the protection of, children and young people</i>