**Person Specification**

**Method of Assessment (MOA)**

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| **Criteria** | **Essential** | **Desirable** |
| **Knowledge/Education** |  | * Knowledge of basic Health & Safety procedures
* Knowledge of Control of Substances Hazardous to Health (COSHH))
* Other relevant training /qualifications
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| **Experience**Relevant work and other experience | * Some experience of carrying out basic gardening and DIY tasks
 | * Experience of caretaking and cleaning work
* Knowledge of maintenance and cleaning techniques.
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| **Skills & Ability** | * Self-reliant. Able to motivate self and staff.
* Have good verbal communication skills to deal with pupils and adults.
* Ability to develop good relationships with others, behaving with integrity, treating people with respect and leading by example.
* Be fit and able to carry out manual/ physical work.
* Be able to work at height with the use of ladders when necessary.
* Ability to carry out garden/grounds’ duties (grass cutting, weeding and trimming hedges etc)
* Ability to carry out minor repairs and basic DIY tasks.
* Hardworking and reliable.
* Have initiative and common sense
* Flexible approach/ attitude.
* Able to handle sensitive information, maintaining confidentiality when necessary
* Able to deal with emergency situations.
* Able to accept instructions from Head teacher, Senior Leadership Team or Site Manager as appropriate.
* Security conscious at all times.
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| **Other** | * Available for duty as necessary during opening hours of establishment.
* Flexibility to shift patterns when required
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| **Suitability to work with children** | * Ability to promote and safeguard the welfare of children and young persons for whom they are responsible or come into contact with
* Not barred from working with children.
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All staff are expected to understand and be committed to Equal Opportunities in employment and service delivery.