



Person Specification – Caretaker

Attributes:	Essential:	Desirable:
Qualifications and training		<ul style="list-style-type: none"> Health & Safety Qualification Awareness of COSHH regulations
Experience & Knowledge	<ul style="list-style-type: none"> Numeracy and Literacy skills with an ability to keep accurate records Awareness of Health and Safety legislation, including good practice in relation to caretaking/cleaning and hygiene 	<ul style="list-style-type: none"> Experience of site security & safety, including use of intruder & fire alarm systems. Previous caretaking and cleaning experience Awareness and understanding of working within a school environment
Skills and abilities	<ul style="list-style-type: none"> Good organisational skills, including an ability to adapt to changing workload demands and new workplace challenges Good interpersonal skills including the ability to liaise with external contractors. Ability to develop professional relationships with all members of the school community Ability to undertake all the physical aspects of the job, including the use of relevant equipment. Have high expectations of cleanliness and hygiene in a school environment. Ability to maintain accurate safety records 	<ul style="list-style-type: none"> Commitment to becoming involved in the wider life of the school
Personal qualities	<ul style="list-style-type: none"> Willingness to be flexible in relation to working hours Enthusiastic and energetic approach to school life Committed to strive for the highest standards Commitment to manage lettings of designated school facilities out of school hours Self-motivated, resourceful, organised and a team player Commitment to attend site in an emergency situation outside of working hours 	

“We have faith in God, ourselves and everyone around us in order to achieve our full potential academically, emotionally, socially and physically, thereby empowering us all to make a positive difference to the world.”