



PERSON SPECIFICATION for SITE MAINTENANCE ASSISTANT

The applicant will be required to safeguard and promote the welfare of children and young people and be faithful to the Trust Deed.

Experience – Essential	Experience - Desirable
Previous experience of caretaking/ground maintenance/cleaning in a school or similar environment	<ul style="list-style-type: none"> ▪ NVQ Level 1 in relevant discipline (Cleaning) ▪ Experience of maintaining buildings to a required standard ▪ Handy person or D.I.Y. experience ▪ Experience of cleaning building interiors ▪ Experience of building security and alarms
Qualifications / Training – Essential	Qualifications/Training - Desirable
Willingness to undertake relevant training for examples COSHH, health and safety at work	NVQ Level 1 in relevant discipline (Cleaning)

Knowledge/Skills – Essential	Knowledge/Skills - Desirable
Basic knowledge of health and safety at work regulations for example moving and handling	<ul style="list-style-type: none"> ▪ Knowledge of health and safety at work regulations ▪ Understanding of COSHH requirements ▪ Willingness to become a first aid officer if required

Essential Personal Skills and Competencies:

Skills and Competencies

- Ability to use a range of equipment relevant to the post
- Ability to complete basic paperwork
- Ability to prioritise own workload
- Ability to recognise the importance of ensuring a secure and safe environment
- Ability to take direction to complete a range of cleaning

Personal

- Able to work well as part of a team.
- The ability to show initiative and accept responsibility for self and workload
- Willingness to participate in continuing professional development
- Willingness to be flexible and adaptable to fulfil the needs of the school
- Ability to relate well to children and adults
- Ability to maintain confidentiality

Note: Candidates failing to meet any of the essential criteria will automatically be excluded