**CARETAKER**

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| **ESSENTIAL** | | | | **DESIRABLE** | | |
|  | **Criteria No.** | ATTRIBUTE | **Stage Identified** | Criteria **No.** | ATTRIBUTE | **Stage Identified** |
| **Qualifications& Education** | E1 |  |  | D1 | To have served a full apprenticeship in electrical, building, mechanical or equivalent discipline  Full, clean driving licence | AF,R,I  AF |
| **Experience & Knowledge** | E1 | At least 1 years practical experience in building maintenance, heating, ventilating, electrical or similar work | AF,R,I | D2 | Caretaking experience at a school setting and knowledge of school policies | AF,R,I |
|  | E2 | Experience in the application of Health and Safety legislation | AF,R,I | D3 | Experience of serving lettings | AF,R,I |
|  | E3 | Experience of managing swimming pool plant and equipment (if appropriate) | AF,R,I |  |  |  |
|  | E4 | Experience of cleaning in contract / industrial setting / environment | AF,R,I |  |  |  |
| Skills | E5 | Ability to respond to changing priorities | AF,R,I | D4 | Manual Handling experience and training | AF,R,I | |
|  | E6 | Ability to work on own and prioritise own work load | AF,R,I | D5 | Ladder Safety training and experience | AF,R,I | |
|  | E7 | Ability to communicate effectively both verbally and in writing to other school staff | AF,R,I |  |  |  | |
| **Personal**  **Attributes** | E8 | Flexible approach to working arrangements in line with the duties of the post | AF,R,I |  |  |  | |
|  | E9 | Willingness to undertake training to advance experience and knowledge and to ensure that up to date procedures and legislation is followed | AF,R,I |  |  |  | |
| **Special Requirements** | E10  E11 | Willingness to support the Christian ethos of the College  Ability to comply with the No Smoking at Work Policy and Alcohol at Work Policy | AF,I  AF,R,I |  |  |  | |
|  | E12 | Capacity for independent travel in line with the duties and requirements of the post | AF,R,I |  |  |  | |
|  | E13 | Motivation to work with children | AF,R,I,D |  |  |  | |
|  | E14 | Ability to form and maintain appropriate relationships and personal boundaries with children | AF,R,I,D |  |  |  | |
|  | E15 | Suitability to work with children | D |  |  |  | |
|  | E16  E17 | Emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline  Willingness and flexibility to perform overtime to cover colleagues absences | AF,R,I,D  AF/I |  |  |  | |

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| Key – Stage identified |  |
| AF | Application Form |
| C | Certificates |
| T | Tests |
| P | Presentation |
| I | Interview |
| R | References |
| D | Disclosure and Barring Check |

Issues arising from references will be taken up at interview, all appointments are subject to satisfactory references