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| Person specificationFull time Caretaker – SCP 6 |
| Selection Criteria | Essential | Desirable  | Evidence |
| **Please be aware the role of the Site Manager requires a split shift during term time (06:30-09:30 & 14:15-18:15)** |
| **Experience and Qualifications**  | * Basic principles of site management
* DIY work including decorating
* Building maintenance
 | * Experience working in a school setting
* GCSE or equivalent in English and Maths
* Coordinating the work of contractors when on site
* Willing to work towards an IOSH Managing Safely in Schools qualification
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| **Knowledge and Skills**  | * Importance of health and safety
* Deal with emergencies and issues in a positive and systematic manner
* Work alone, demonstrating good self-motivation
* Effective communication to a reasonable standard
 | * Anticipate and reduce risk where possible
* Specific premises issues including health and safety, heating systems, building management systems and COSHH regulations
* Ability to use a range of basic tools, machinery and equipment
* Ability to work at height and carry out manual handling
* Computer literate with good working knowledge of ICT including internet and Microsoft office
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| **Personal traits** | * Reliable, trustworthy and flexible
* Good timekeeping and organisation skills
* Enthusiastic
* To be a proactive member of the school community
* Be resourceful and work without supervision with a strong commitment to delivering high standards.
 | * An interest in self-development
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