



## Premises Maintenance Operative Person Specification

FACTOR	ESSENTIAL CRITERIA	DESIRABLE CRITERIA
<b>Skills, Knowledge and Aptitudes</b>	<ul style="list-style-type: none"> <li>• Able to work independently or as part of a team A reasonable standard of literacy and numeracy commensurate with the scope of the job</li> <li>• Able to communicate effectively with a wide range of contacts e.g. staff, pupils, governors, contractors etc.</li> <li>• Able to organise and prioritise workload</li> <li>• Able to use initiative</li> </ul>	<ul style="list-style-type: none"> <li>• Competent at DIY in a range of skills e.g. carpentry, painting, decorating, plumbing, glazing etc.</li> <li>• Basic IT Skills</li> <li>• Working knowledge of Health and Safety rules, regulations and their implementation</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience preferred but not essential</li> </ul>	<ul style="list-style-type: none"> <li>• Previous experience in a similar or related position.</li> </ul>
<b>Disposition</b>	<ul style="list-style-type: none"> <li>• Willing to Learn</li> <li>• Enthusiastic</li> <li>• Self-motivated</li> <li>• Solution focused</li> <li>• Flexible approach to work</li> <li>• Trustworthy and reliable</li> </ul>	<ul style="list-style-type: none"> <li>• Good sense of humour</li> </ul>
<b>Qualifications and Training</b>	<ul style="list-style-type: none"> <li>• Willingness to attend training courses to support requirements</li> <li>• Full driving licence</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Special Requirements</b>	<ul style="list-style-type: none"> <li>• Good physical fitness</li> <li>• Excellent time keeping</li> <li>• Capable of lifting and carrying heavy weights e.g. furniture, building materials</li> <li>• Able to occasionally work at heights</li> <li>• Empathy towards the needs of children in a learning environment</li> </ul>	<ul style="list-style-type: none"> <li>• Willingness to assist with school events</li> </ul>