



# South Tyneside Council

## CHILDREN, ADULTS AND HEALTH

### PERSON SPECIFICATION

**POST TITLE:** Caretaker (Boldon Nursery School)

**GRADE:** Band 4

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
<b>Educational Attainment</b>	<ul style="list-style-type: none"> <li>NVQ Level 2 or equivalent experience</li> </ul>	<ul style="list-style-type: none"> <li>Additional relevant qualifications e.g. Health and Safety, First Aid</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Certificates</li> </ul>
<b>Work Experience</b>	<ul style="list-style-type: none"> <li>Experience of similar role</li> </ul>	<ul style="list-style-type: none"> <li>Experience of supervising staff successfully</li> <li>Identifiable particular experience of collaborative working</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Interview</li> <li>References</li> </ul>
<b>Knowledge/ Skills/ Aptitudes</b>	<ul style="list-style-type: none"> <li>Knowledge and experience in health and safety related matters</li> <li>Good interpersonal skills and ability to work with all stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>Pat Testing</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Interview</li> <li>References</li> </ul>
<b>Disposition</b>	<ul style="list-style-type: none"> <li>Able to cope under pressure</li> <li>Able to meet deadlines</li> <li>Able to work as part of a team working with all stakeholders including children</li> <li>Able to work under own motivation</li> <li>Fully supportive without reservation</li> <li>Willing to undertake further training relevant to the post</li> <li>Flexible approach to work</li> <li>Committed to the principles of equality and diversity</li> </ul>	<ul style="list-style-type: none"> <li>Relevant interests</li> </ul>	<ul style="list-style-type: none"> <li>Interview</li> <li>References</li> </ul>

<b>Circumstances</b>	<ul style="list-style-type: none"> <li>• Physically able to meet the demands of the post</li> <li>• Flexibility around working patterns when required</li> <li>• Very occasional weekend working may be required</li> <li>• Enhanced clearance from the Disclosure and Barring Service</li> </ul>		<ul style="list-style-type: none"> <li>• Interview</li> <li>• DBS check</li> </ul>
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