Post title: Facilities Assistant Person Specification

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|  | **Essential** | **Desirable** | **Evidence** |
| Qualifications and Experience |  Possess adequate literacy and numeracy skills to be able to carry out role effectively   Physically able to carry out the duties within the job description   Some knowledge and awareness of Health and Safety issues | * Time served tradesperson * Experience of working in a similar role in a school or educational establishment * Educated to GCSE in Maths & English *  IOSHH / H&S qualification | * Application form * Interview * References |
| Skills and Knowledge | * Ability to carry out repairs and maintenance tasks (not requiring a qualified * craftsperson) competently and * within a reasonable time * Ability to use tools competently and safely * Ability to work unsupervised, using own initiative to identify and complete tasks to maintain and improve school * Willingness and ability to clean designated areas competently to a high standard * Possess the social skills necessary to communicate effectively and politely with pupils, colleagues and visitors | * Knowledge of security systems, heating and fire alarms * Experience of COSHH * Use of site maintenance equipment and DIY tools * Experience of working in a setting with children | * Application form * Interview * References |
| Personal Qualities | * Reliable * Trustworthy * Hardworking * Flexible enough in attitude to be able to deal positively with the unexpected challenges and changes to routine * Team player with strong team ethos * Willing to be reasonably flexible in relation to working hours * Friendly * Optimistic outlook * Ability to display initiative * Able to be a good role model to pupils |  | * References * Interview |