

	Essential	Desirable	Method of Assessment
Qualification	Basic literacy and numeracy skills	<ul style="list-style-type: none"> <li>NVQ level 2 qualification in a relevant subject. Evidence of further task-based training e.g. manual handling</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Selection Process</li> <li>Pre-employment checks</li> </ul>
Experience	<ul style="list-style-type: none"> <li>Experience of undertaking similar tasks to those associated with a school caretaker.</li> <li>Cleaning experience</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working with IT reporting systems</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Selection Process</li> <li>Pre-employment checks</li> </ul>
Skills/knowledge	<ul style="list-style-type: none"> <li>Ability to highlight building maintenance requirements</li> <li>Monitoring of heating boiler plant and other mechanical and electrical services.</li> <li>Basic DIY skills to undertake minor repairs, painting etc</li> <li>Ability to communicate effectively</li> <li>Knowledge of Health &amp; Safety requirements</li> <li>Knowledge of alarm and CCTV systems</li> </ul>	<ul style="list-style-type: none"> <li>Practical application of health and safety considerations e.g. COSHH, water hygiene, asbestos awareness</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Selection Process</li> <li>Pre-employment checks</li> </ul>
Personal Qualities	<ul style="list-style-type: none"> <li>Positive, enthusiastic and flexible approach</li> <li>Ability to work on own initiative as well as part of a team</li> <li>Able to work outside of normal office hours</li> <li>Access to a car or means of mobility support (if driving then must have a current valid driving licence and appropriate insurance)</li> <li>Willingness to support the wider life of the school</li> </ul>	<ul style="list-style-type: none"> <li>Understanding of factors relating to working in a school environment and in proximity to young people</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Selection Process</li> <li>Pre-employment checks</li> </ul>