



**Castleside Primary School**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Essential** | **Desirable** |  |  |  | **Method of Assessment** |  |
|  |  |  |  |  |  |  |  |  |  |
| **Education/** | • | Good basic literacy & numeracy skills | • | Evidence | of | recent training | • | Application form |  |
| **Qualifications** |  |  |  | &/or qualifications which | you | • | References |  |
|  |  |  |  | feel are relevant to this job |  | • | Interview |  |
|  |  |  |  |  |  |  |  |  |  |
| **Experience** | • | Awareness of the duties of a school caretaker | • | Recent | experience | of | • | Application form |  |
|  |  |  |  | caretaking/ cleaning premises | • | References |  |
|  |  |  |  |  |  |  |  | • | Interview |  |
| **Skills** | • | Ability to carry out painting and decorating and minor | • | Initiative | to | recognise when | • | Application form |  |
|  |  | repairs. |  | areas of the school and grounds | • | References |  |
|  | • Ability to work by yourself and as part of a whole school |  | need improvement or repair and | • | Interview |  |
|  |  | inform Head Teacher. |  |  |  |  |
|  |  | team. | • DIY skills to a high standard. |  |  |  |
|  | • An understanding of security & heating systems |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | • | Ability to clean and maintain a high standard of cleanliness |  |  |  |  |  |  |  |  |
|  |  | throughout the school |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Personal** | • | A desire to work in a school environment and to promote the | • Full clean driving licence |  | • | Application form |  |
| **Qualities** |  | positive ethos of this school |  |  |  |  |  | • | References |  |
|  | • Ability to get on well with people of all ages |  |  |  |  |  | • | Interview |  |
|  |  |  |  |  |  |  |  |  |
|  | • Ability to use own initiative |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |