

PERSON SPECIFICATION- Facilities Warden

The successful candidate will meet the following person specification. Please note that the listed criteria will form the basis of the selection process. Applicants should address all elements of the Person Specification, indicating experience and where appropriate citing supporting examples within their application.

Qualifications & Training	Essential/Desirable	How Identified
<input type="checkbox"/> NEBOSH certification or equivalent health and safety qualification, or willingness to qualify	D	Application form/Certificates
<input type="checkbox"/> IOSH Managing Safety	D	
<input type="checkbox"/> Qualification or training in relation to a particular trade	D	
<input type="checkbox"/> First Aid qualified (or willing to qualify)	E	
<input type="checkbox"/> An understanding of child protection, health, safety and security	D	
<input type="checkbox"/> Willingness to develop new skills by participating in CPL	E	
<input type="checkbox"/> Evidence of relevant CPL	D	
Knowledge & Experience	Essential/Desirable	How Identified
<input type="checkbox"/> General maintenance and DIY skills	E	Application form/Interview/ Task (if applicable)
<input type="checkbox"/> Relevant trade qualifications	D	
<input type="checkbox"/> Knowledge of current Health & Safety regulations	D	
<input type="checkbox"/> Experience of working in a school based environment	D	
<input type="checkbox"/> Experience of cleaning	E	
<input type="checkbox"/> Able to maintain simple compliance records	E	
<input type="checkbox"/> Ability to use ICT	D	
Personal Skills & Attributes	Essential/Desirable	How Identified
<input type="checkbox"/> Able to understand and carry out instructions	E	Application form/Interview/ Task (if applicable)
<input type="checkbox"/> Ability to use own initiative to deal with unexpected problems	E	
<input type="checkbox"/> Excellent time management skills	E	
<input type="checkbox"/> Ability to plan and organise work in a methodical manner	E	
<input type="checkbox"/> Able to work effectively and supportively as a member of the academy team	E	

<input type="checkbox"/> Flexible, reliable and conscientious and able to provide good customer service	E	
<input type="checkbox"/> Able to keep accurate and appropriate records	E	
<input type="checkbox"/> Enthusiastic and self-motivated	E	
<input type="checkbox"/> Takes personal responsibility to maintain high standards in all aspects of their role	E	
<input type="checkbox"/> High standards of hygiene and cleanliness/Professional appearance	E	
<input type="checkbox"/> Able to act in an understanding and patient manner whilst remaining firm and fair with colleagues, pupils and all other stakeholders	E	
<input type="checkbox"/> Willingness to maintain confidentiality on all Academy matters	E	
<input type="checkbox"/> Evidence of the ability to promote a positive ethos and pride in the academy together with high standards of education, care and behaviour	E	
<input type="checkbox"/> Ability to work outside normal academy hours in line with academy and community needs	E	
<input type="checkbox"/> GDPR Compliant	E	
Equal Opportunities	Essential/Desirable	How Identified
<input type="checkbox"/> Candidates should indicate an acceptance of, and a commitment to, the principles of the Academy's Equal Rights policies and practices as they relate to employment issues and to the delivery of services to the community	E	Application form/Interview/ Task (if applicable)
<input type="checkbox"/> Commitment to equal opportunities policies relating to gender, race and disability in an educational context	E	
Safeguarding	Essential/Desirable	How Identified
<input type="checkbox"/> Commitment to the protection and safeguarding of children and young people	E	Application form/Interview/ Task (if applicable)
<input type="checkbox"/> Has up to date knowledge of relevant legislation and guidance in relation to working with young people	D	