

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

▪ Ability to plan and organise work in a methodical manner	E	Task (if applicable)
▪ Able to work effectively and supportively as a member of the academy team	E	
▪ Flexible, reliable and conscientious and able to provide good customer service	E	
▪ Able to keep accurate and appropriate records	E	
▪ Enthusiastic and self-motivated	E	
▪ Takes personal responsibility to maintain high standards in all aspects of their role	E	
▪ High standards of hygiene and cleanliness/Professional appearance	E	
▪ Able to act in an understanding and patient manner whilst remaining firm and fair with colleagues, pupils and all other stakeholders	E	
▪ Willingness to maintain confidentiality on all Academy matters	E	
▪ Evidence of the ability to promote a positive ethos and pride in the academy together with high standards of education, care and behaviour	E	
▪ Ability to work outside normal academy hours in line with academy and community needs	E	
▪ GDPR Compliant	E	
Equal Opportunities	Essential/Desirable	How Identified
▪ 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)
▪ Commitment to equal opportunities policies relating to gender, race and disability in an educational context	E	
Safeguarding	Essential/Desirable	How Identified
▪ Commitment to the protection and safeguarding of children and young people	E	Application form/Interview/Task (if applicable)
▪ Has up to date knowledge of relevant legislation and guidance in relation to working with young people	D	