

Person Specification: Caretaker

E = Essential D = Desirable

	E	D
Qualifications and training		
Literacy and Numeracy – ability to follow written guidance and procedures	x	
Basic knowledge of first aid		x
Experience		
Previous cleaning and/or site maintenance experience		x
Has worked in a school or similar setting		x
Skills and knowledge		
Ability to interpret information and situations and to solve straight forward problems and make minor decisions	x	
Ability to refer more complex problems to an appropriate member of staff	x	
Knowledge and understanding of health and safety policies	x	
Sound working knowledge of COSHH	x	
Semi-skilled DIY skills	x	
Manual handling/ladder training	x	
Basic gardening skills	x	
Personal qualities		
Commitment to uphold the 7 principles of public life (the Nolan principles) at all times	x	
Commitment to maintaining confidentiality at all times	x	
Able to work in conditions that are generally unpleasant such as cleaning with toilets, dealing with waste, responding to minor hazards.	x	
Able to use regular physical effort such as bending, stretching, pulling and pushing cleaning equipment with occasional intense effort for moving furniture.	x	
Equal opportunities		
Commitment to inclusion, equality and diversity	x	
Safeguarding		
Commitment to safeguarding and promoting the welfare of children and young people	x	