**Thomas Whitehead CE Academy**

Angels Lane, Houghton Regis, Bedfordshire, LU5 5HH

Tel: 01582 865466 Email: office@twa.dsamat.co.uk

Headteacher: Mrs N Chiswell

Deputy Headteacher: Mrs D Mitra

**Site Agent Person Specification**

**Thomas Whitehead CE Academy**

**‘Let your light shine’ Matthew 5:16**

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| **Category** | **Requirements** | **Essential/ Desirable** | **Method of**  **Assessment** |
| Education/Training | * Level of education equivalent to 5 passes at GCSEs (level 9-4/A-C) NVQ2 or demonstrable relevant experience * Trade qualification relevant to the role * Competent use of IT – Email, Online systems * Undertaken training including, Legionella awareness, Asbestos awareness, IOSH | Essential      Essential  Desirable  Desirable | A, I      A, I  A, I  A, I |
| Experience | * Able to demonstrate practical experience in trade works * Awareness of Health and Safety at work * Experience of legionella, fire regs/safety * Experience of moving and handling practices | Essential    Essential  Desirable  Desirable | A, I    A, I  A, I  A, I |
| Skills/Abilities | * A team based approach to work * Good time management skills, together with a methodical and organized approach to work * Able to effectively communicate with staff, children, contractors and parents * Able self-motivate with the willingness to learn and adapt * Commitment to work flexibly to meet the business requirements * A methodical approach to problem solving | Essential  Essential      Essential    Essential    Essential    Essential | A, I        A, I    A, I    A, I    A, I |
| Further requirements | * Able to display an awareness, understanding and commitment to the protection and safeguarding of children and venerable adults | Essential | A, I |

A – Application

I - Interview