**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