

Person Specification

Job Title:	Site Assistant
Salary & Grade:	WHF NJC K4-7
Reports to:	Site Manager

The White Horse Federation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We therefore expect all staff and volunteers to work to and within school policies and procedures, including safeguarding, child protection and health and safety.

This post is subject to satisfactory references which will be requested prior to interview, an enhanced Disclosure and Barring Service (DBS) check, medical check, evidence of qualifications, plus verification of the right to work in the UK.

	Essential	Desirable	Identification Method
Education & Qualifications			
NVQ 2 OR equivalent qualification desirable	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Application Form Interview
Good numeracy/literacy skills / GCSE (or equivalent) Maths and English	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Specific training in specialist area	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Application Form Interview
Willingness to undertake induction training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Willingness to participate in development and training opportunities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Relevant Experience			
Handyperson experience	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Caretaking/site-keeping experience in a school or similar environment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Application Form Interview
Working knowledge of relevant polices/codes of practice/legislation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Relevant experience desirable	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Application Form Interview

Skills & Abilities			
Team-leading skills	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Application Form Interview
IT literate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Ability to work on own initiative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Disposition, Values & Behaviours			
Self Motivation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Application Form Interview
Contacts and Relationships			
Ability to relate well to children and adults	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Physical, Mental and Emotional Demands			
Knowledge of moving and handling procedures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview