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|  | **ESSENTIAL** | **DESIRABLE** | **HOW IDENTIFIED** |
| **Relevant Experience** | * Experience of carrying out basic repairs not requiring a contractor; * Ability to liaise with contractors and suppliers; * Basic cleaning skills | * Experience working in an educational setting; * Supervisory experience; * Knowledge of monitoring energy, using and operating heating systems/other plant/machinery; * Experience of building security and alarms; * Experience of maintenance/premises management services. | Application form/Interview |
| **Education and Training** | * Willingness to undertake relevant training, including Safeguarding Children training; manual handling training; Health and Safety training, etc. | * Handling and Lifting Awareness; * Cleaning, security, supervision and stock control experience. | Application form/Interview |
| **Knowledge and Skills** | * Good organisation and planning skills, including effective record keeping; * Work effectively unsupervised; * DIY skills; * Excellent communication skills; * Ability to maintain confidentiality; * Ability to prioritise and be flexible to deal with new tasks as they arise; * Reasonable ICT skills | * Customer care experience; * Awareness of basic Health and Safety issues | Application form/Interview |
| **Any Additional Factors** | * Must be able to work split shift patterns; * Must be available for call out and overtime duties related to out of school hours use; * Ability to work under pressure to strict deadlines; * Work well within a team environment; * Ability to co-operate with colleagues; * Must be able to lift, bend and climb ladders, etc. * Able to take annual leave during school holidays. |  | Application form/Interview |
| **Safeguarding** | * Understanding of why safeguarding is important when working with children; * Be willing to undertake an Enhanced DBS and Children’s Barred List Clearance. |  | Interview |