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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 |