Marple Hall School

INVESTORS IN PEOPLE | Bronze

INTERNATIONAL SCHOOL AWARD

Healthy School

Our Community — Our Future

A place of excellence where learners are proud of their school and confident of success

Facilities Attendant - Person Specification

ATTRIBUTES	DETAILS	ESSENTIAL	DESIRABLE	HOW EVIDENCED
SKILLS, KNOWLEDGE AND APPTITUDE	• Good communication skills both written and verbal	✔		**A / R / I**
	• Ability to prioritise workload	✔		**A / R / I**
	• Accurate record keeping	✔		**A / R / I**
	• Basic knowledge of using a computer	✔		**A / R / I**
QUALIFICATIONS AND TRAINING	• Good standard of general education	✔		**A / R / I**
	• First Aid qualified		✔	**A / R / I**
EXPERIENCE	• Previous experience of working with young people	✔		**A / R / I**
	• Sound organisational skills	✔		**A / R / I**
	• Experience of working in an educational setting		✔	**A / R / I**
ADDITIONAL FACTORS	• Patience and understanding of issues related to young people	✔		**A / R / I**
	• Ability to communicate confidently	✔		**A / R / I**
	• Be able to handle problems positively and coolly	✔		**A / R / I**
	• Flexible approach to work	✔		**A / R / I**

Key: **A = Application**   **R = Reference**   **I = Interview**