



PERSON SPECIFICATION: SITE MANAGER					
Attributes	E = Essential, D = Desirable HI = How Identified	E	D	HI	Comments
Qualification	Educated to GCSE/O Level Standard inclusive of English & Maths or equivalent industry qualifications	√		A/R	
	Qualified in a discipline such as painting, plumbing, joinery and / or electrics		√	A/R	
	Relevant Health & Safety Experience		√	A/I/R	
	First Aid Qualification		√	A/I	
	Health & Safety Qualification		√	A/I	
Experience	To have held a similar position with at least two years 'Handy Man' experience in a number of disciplines, ie painting, joinery, plumbing and electrics.	√		A/I/R	
	Knowledge of Health & safety and other legislative issues and their impact on the school	√		A/I	
	Experience of working in a school environment.		√	A/I/R	
	Evidence of successful teamwork	√		A/I/R	
	Evidence of the ability to prioritise work	√		A/I	
	Experience of IT		√	A/I/R	
Skills	Practical ability in a range of maintenance skills, ie painting, joinery, plumbing and electrics.	√		A/I	
	A handy person with a professional discipline or excellent all round DIY skills.	√		A/I/R	
	Ability to identify problems and the appropriate solution. Involving external contractors when necessary.	√		A/I/R	
	The ability to work under your own initiative and think and act flexibly.	√		I	
Personal Qualities	A commitment to comprehensive education and an understanding of how this role can contribute to this.	√		A/I	



	An understanding of school policies and procedures and a commitment to safeguarding.	√		A/I/R	
	Ambition to succeed, develop and engage in continuous Professional Development	√		A/I	
	Self-motivation with a heigh level of organisation skills and ability to show initiative and work under pressure.	√		A/I/R	
	The ability to establish good working relationships with staff	√		A/I/R	
	To be committed to an honest, helpful, hard-working approach	√		I	
	A flexible approach to duties and working hours	√		A/I/R	
	A very good record of punctuality and attendance.	√		R	
<b>KEY: A= APPLICATION, I = INTERVIEW, R = REFERENCE</b>					