

THE CHERWELL SCHOOL

A Centre of Opportunity

Person Specification: Caretaker (Day Shift)

	<i>Essential</i>	<i>Desirable</i>
Skills/Experience	<ul style="list-style-type: none">• Excellent communication skills, both verbal and written• Ability to prioritise tasks• Excellent interpersonal skills; friendly, helpful and co-operative with school stakeholders• Good ICT skills• General handyman skills and a pro-active eye for minor issues	<ul style="list-style-type: none">• Ability and willingness to learn new and changing systems• Experience of working within a school• Experience of working in a buildings maintenance role
Qualifications	<ul style="list-style-type: none">• Literate and numerate to a good standard• Willingness to take on further learning opportunities	<ul style="list-style-type: none">• Relevant training courses (e.g. Health & Safety)
Personal Attributes	<ul style="list-style-type: none">• Reliable, punctual and a commitment to good attendance• Ability to use good initiative and work unsupervised• Willingness to be flexible to respond to the school's needs• Work with energy and enthusiasm	

September 2017