



RAVENSWOOD SCHOOL
Person Specification – Caretaker

Attributes	Essential	Desirable
Qualifications	3 or more GCSEs at A – C level including English and Maths or Adult Numeracy & Literacy at Level 2 Driving Licence, to drive School People Carrier.	Trade qualifications relevant to repair duties MIDAS or willing to drive 17-seater minibus Working at Heights
Experience	Managing the security of own home. Maintaining the efficient running of heating and water systems. DIY Experience.	Management of Asbestos Moving and Handling of heavy equipment. Managing security of another premises. Repairing small electrical items.
Professional Skills	Technical skills related to repair and maintenance work ICT skills in using Word Documents, emails, accessing information on portals. Willing to learn and apply relevant Health and Safety regulations	Knowledge of relevant Health & Safety regulations, including COSHH Trade skills in plumbing, electrical work, painting and decorating.
Personal Characteristics	Willing to learn and apply relevant cleaning methods and use of materials and equipment Calm personality, personally motivated by seeing the school safe, well-organised and ready for pupils to learn. Professional/attitude when attending to routine and unexpected situations. Good interpersonal skills with staff, pupils, parents, school visitors and contractors. Demonstrate flexibility in working arrangements. Can access school site quickly when needed	