



RAVENSWOOD SCHOOL **Person Specification – Site Supervisor**

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