



CASTLEFIELD SCHOOL – HANDYPERSON/ MAINTENANCE PERSON

	Essential	Desirable
Qualifications & Training		
<ul style="list-style-type: none"> A minimum of Grade C/4 in GCSE English and Maths (or equivalent) Considerable, demonstrable experience of high-quality maintenance site/facilities management and health and safety (or Equivalent) Willingness to successfully complete the range of training relevant to the job 	✓	
<ul style="list-style-type: none"> Certification of relevant health and safety training 		✓
Experience & Knowledge		
<ul style="list-style-type: none"> An understanding of the various cleaning methods and techniques An understanding of health, safety and security issues The know-how to assess and carry out repairs and maintenance A thorough practically based understanding of premises maintenance issues Demonstratable experience in the managing of building maintenance, security including alarm systems, DIY and lock/unlocking Experience of managing and liaising with contractors/others 	✓	
<ul style="list-style-type: none"> Previous experience of working in a school environment 		✓
Skills & Abilities		
<ul style="list-style-type: none"> Ability to work independently, lead and work under pressure Ability to organise one's own work, to priorities tasks and keep to deadlines Ability to communicate and interact effectively with adults and children Ability to be flexible and respond effectively to the 'unexpected' Ability to apply ICT skills to the needs of the job Displays commitment to the protection and safeguarding of children and young people Willingness and motivation to develop own skills and work towards profession training qualifications The know-how to assess and carry out repairs and maintenance independently and commission experts where required 	✓	
<ul style="list-style-type: none"> Relevant certification of practical skills and knowledge 		✓

Working with others		
<ul style="list-style-type: none"> • Be able to establish positive relationships with staff and children • Have a commitment to working closely with staff effectively as part of a team • Values the importance of and is committed to Safeguarding in Education • Strong interpersonal skills • Ability to work on own initiative • To be flexible in hours and duties in order to meet the needs and requirements of the role 	✓	
<ul style="list-style-type: none"> • A diverse understanding of cultures, customs and faiths 		✓
Personal Qualities		
<ul style="list-style-type: none"> • Commitment to act with integrity, honesty, loyalty and fairness to safeguard assets, financial probity and reputation of the school • Embraces changes well and positively • Deals with difficult situation effectively • Able to work flexibly and out of school hours as and when required, with little or short notice • 	✓	
Physical Requirements		
<ul style="list-style-type: none"> • Be reasonably fit to carry out the duties for the job • Able to carry out manual handling and lifting • Able to carry out working at high levels using appropriate equipment 	✓	