

Premises Assistant Person Specification

Criteria	Qualities
Experience	Previous school caretaking experience Building maintenance Security, including alarm systems Cleaning work Some DIY Working with contractors
Skills and knowledge	Good knowledge of health and safety regulations Ability to work flexibly, independently and as part of a team Basic DIY skills Basic knowledge of IT Ability to plan, organise and prioritise
Personal qualities	Commitment to promoting the ethos and values of the school and getting the best outcomes for all pupils Commitment to acting with integrity, honesty, loyalty and fairness to safeguard the assets, financial probity and reputation of the school Ability to work under pressure and prioritise effectively Commitment to maintaining confidentiality at all times Commitment to safeguarding and equality Embraces change well Deals with difficult situations effectively Able to work flexibly and out of school hours as required
Physical requirements	Be reasonably fit to carry out the duties of the job Able to carry out some manual handling and lifting Able to carry out work at high levels using appropriate equipment