

Person Specification

Job Title	Estate Caretaker
Grade	Scale 2 SCP 3 plus IVA x 2
Service/Section	Estate Services - Caretaking
Directorate	Housing and Safer Communities

Shortlisting Criteria: Essential criteria assessed via application form should be used to shortlist.

Criteria	Essential/ Desirable
Knowledge	
1) Understanding of our service standards and postholder's role in achieving them.	Essential
Skills and Abilities	
2) Aptitude to carry out a range of cleansing duties to help make the borough cleaner, greener, and safer.	Essential
3) Ability to communicate with work colleagues and supervisors to get work done and solve problems.	Essential
4) Ability to pass on information, regarding anti-social behavior and enviro-crime to the line manager.	Essential
5) Ability to communicate in a courteous manner with service users (e.g., residents and visitors to the borough), as well as colleagues.	Essential
6) Willingness to use new technology, such as handheld devices for monitoring work.	Essential
7) Ability to work safely.	Essential
8) Explicit willingness to work in a variety of locations within the borough and across a range of functions.	Essential
9) Explicit willingness to flexibly between 6am and 8pm, Monday to Friday.	Essential

Experience	
10) Experience in delivering caretaking and/or cleaning in a housing estate environment	Essential Desirable
Equal Opportunities	
11) Understanding of and commitment to the Council's equal opportunities policies and ability to put into practice in the context of this post.	Essential Essential
12) Understanding of and commitment to achieving the Council's staff values and ability to put into practice in the context of this post.	Essential Essential
13) Although driving is not essential, we are looking for candidates who hold a full UK driving license and will be eligible to drive Royal Borough of Greenwich 3.5-ton tipper trucks. Training and an RBG driving assessment will be required.	Desirable