

HIGHWORTH GRAMMAR SCHOOL
Maidstone Road, Ashford, Kent TN24 8UD
Telephone: 01233 624910
E-mail: HR@highworth.kent.sch.uk
Website: www.highworth.kent.sch.uk



CARETAKER PERSON SPECIFICATION

Qualifications:

- Good all round standard of education
- A clean driving licence

Experience:

- Experience of carrying out basic DIY tasks
- Experience in carrying out maintenance in a school or similar organisation

Knowledge and Understanding:

- Basic ICT knowledge
- Awareness of keeping children safe
- Ability to work in an organised manner and use initiative
- Awareness of Control of Substances Hazardous to Health (COSHH)
- Health & Safety, working at heights, manual handling etc

Skills, Abilities and Personal Qualities:

- Ability to solve problems and find solutions
- Good communication (written and verbal)
- A team player
- Highly motivated
- Good basic DIY skills
- Proven ability to work both as part of a team and alone without supervision
- Accept and respond to authority and supervision
- Work with guidance, but under limited supervision
- Good timekeeper, organised, motivated, hardworking with a sense of humour
- Reliable and trustworthy
- Flexible attitude to work
- Energetic

Highworth Grammar School is committed to safeguarding and promoting the welfare of young people. DBS clearance is required for this post