

# Goldwyn School

## Person Specification: Caretaker - Goldwyn Ashford

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The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	<b>ESSENTIAL CRITERIA</b>
<b>SKILLS AND ABILITIES</b>	<ul style="list-style-type: none"><li>• Responsible individual who takes pride in their day to day work</li><li>• Ability to undertake a variety of maintenance tasks</li><li>• Broad range of DIY skills, with an ability to carry out manual handling and other physical tasks</li><li>• Good organisational skills; ability to prioritise own workload</li><li>• Reliable and trustworthy; opening and securing the premises</li><li>• Ability to complete tasks without immediate supervision and to work on own initiative and make decisions, sometimes working under pressure</li><li>• Willingness to attend appropriate training and take responsibility for own personal development</li><li>• Positive attitude towards working in a community and to support the School ethos</li><li>• Sensitive to matters of confidentiality</li><li>• Punctuality, a sound work ethic and a good attendance record</li><li>• Flexible and willing to accommodate changes to working hours where necessary</li><li>• Ability to relate to children, adolescents and adults</li><li>• ICT skills desirable</li><li>• Sense of humour</li><li>• A flexible approach with a commitment to team work</li><li>• Knowledge of COSHH</li></ul>