

Person Specification: Relief Caretaker

	Essential	Desirable
Qualifications	None required	None required
Experience	<p>The Caretaker should have experience of:</p> <ul style="list-style-type: none"> • Cleaning work • Manual labour • Working independently 	<p>In addition, the Caretaker might have experience of:</p> <ul style="list-style-type: none"> • working within an educational environment • basic maintenance task • basic painting and decoration
Knowledge and understanding	<p>The Caretaker should have knowledge and understanding of:</p> <ul style="list-style-type: none"> • the basic principles of site management • the importance of Health & Safety • techniques for the repair of damaged or defective equipment or resources 	<p>In addition, the Caretaker might also have knowledge and understanding of:</p> <ul style="list-style-type: none"> • premises security • Health & Safety • building maintenance • COSHH regulations

WOODCROFT PRIMARY SCHOOL: Person Specification for Relief Caretaker

Skills	<p>The Caretaker will be able to:</p> <ul style="list-style-type: none">• use practical skills to improve the site and buildings• deal with emergencies and problems in a positive and systematic manner• work alone when required, showing good self-motivation• communicate effectively (both orally and in writing) to a reasonable standard	<p>In addition, the Caretaker might be able to:</p> <ul style="list-style-type: none">• use basic power tools and other equipment to make repairs and improvements• anticipate and reduce risk where possible• demonstrate efficient ways of working
Personal characteristics	<p>Hard-working Good timekeeping Honest Practical Reliable Versatile Flexible</p>	