



## **Caretaker Person specification**

<b>Job title:</b>	Caretaker	<b>Grade:</b>	4
<b>School:</b>	Villiers High School		
<b>Line manager:</b>	Site Manager		
<b>Hours:</b>	31 hours per week (times to be agreed)		

*This form lists the essential requirements needed in order to do the job.*

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### **Essential Requirements**

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#### ***Knowledge, Skills and Abilities***

- a) Ability to supervise the duties of cleaners /contractors.
- b) Ability to work as part of a team and form good relationships with other colleagues.
- c) Ability to carry out repairs and security duties as identified in the job description.
- d) Ability to maintain confidentiality over matters relating to the school, pupils, staff or parents.
- e) Ability to work with minimal supervision and to given timescales.
- f) Ability to climb and work on ladder and access equipment safely.
- g) To be able to communicate effectively both orally and in writing.
- h) Understanding of how health and safety regulations apply to the school.
- i) Understanding of how Disability Discrimination legislation impacts on the school.
- j) Have DBS check and clearance.
- k) Ability to adhere to and implement the Council's Equal Opportunities Policy.
- l) To be responsible for promoting and safeguarding the welfare of children and young people within the school.