



WESTMINSTER UNDER SCHOOL

Caretaker – Person Specification

	Criteria	Essential	Desirable
Qualifications/Professional Development	Formal education to at least GCSE (or equivalent) level	Yes	
	Craft based construction certificate		Yes
Knowledge/Experience	Knowledge and awareness of Health & Safety requirements, particularly in relation to schools	Yes	
	Experience of general maintenance and minor repairs	Yes	
	Experience of working in an educational setting		Yes
	Experience of working as a caretaker		Yes
	An awareness of safeguarding and child protection	Yes	
	An understanding of, and commitment to, the School's Equal Opportunities policies and a willingness to promote equality of opportunity an all aspects of the work	Yes	
Skills and abilities	Excellent communication skills, both written and verbal	Yes	
	Physically fit and capable of performing manual labour tasks as required	Yes	
	Well-developed organisational skills, with the ability to prioritise tasks as necessary	Yes	
	The ability to work autonomously and as part of a team	Yes	
	Good record keeping and attention to detail	Yes	

	Adaptable to the needs of the role	Yes	
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