

PERSON SPECIFICATION: SITE SERVICES OFFICER (Level 2)

Experience

- Handyperson experience
- Supervisory experience (where relevant)

Qualifications / Education / Training

- Willingness to undertake induction training
- Training in cleaning procedures / building maintenance
- NVQ 1 OR equivalent qualification or equivalent experience or willingness to train to achieve these

Knowledge, Skills and Abilities

- Ability to relate well to children and adults
- Able and willing to assist with/attend call-outs out of hours within twenty minutes
- Able to develop a management approach to meet the requirements of schools and other establishments
- Willingness to gain knowledge of basic plumbing, electrical and decorating repair procedures
- Willingness to gain knowledge of health and safety procedures and precautions
- Willingness to gain awareness of COSHH regulations
- Awareness of health and hygiene procedures
- Knowledge of moving and handling procedures
- Ability to work as part of a team and on own initiative, to plan and anticipate problems without regular supervision
- Available and willing to work evenings and weekends
- Willingness to use relevant equipment
- Ability to relate well to children and adults
- Willingness to gain knowledge of cleaning procedures required to meet specified cleaning standards
- Willing to present a professional, but “User friendly” image to customers and colleagues
- Able to maintain confidentiality
- Able to travel to all sites of the Lion Academy Trust