



# St Pancras Catholic Primary School



## Caretaker Person Specification

CRITERIA	QUALITIES
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>➤ Pass mark in GCSE or equivalent English and Maths</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>➤ Caretaking</li> <li>➤ Building maintenance</li> <li>➤ Security, including alarm systems</li> <li>➤ Some DIY</li> <li>➤ Working in a team</li> </ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"> <li>➤ Good knowledge of health and safety regulations</li> <li>➤ Ability to work flexibly, independently and as part of a team</li> <li>➤ Basic DIY skills</li> <li>➤ Ability to plan, organise and prioritise</li> </ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>➤ Commitment to promoting the ethos and values of the school and getting the best outcomes for all pupils</li> <li>➤ Commitment to acting with integrity, honesty, loyalty and fairness to safeguard the assets, financial probity and reputation of the school</li> <li>➤ Ability to work under pressure and prioritise effectively</li> <li>➤ Commitment to maintaining confidentiality at all times</li> <li>➤ Commitment to safeguarding and equality</li> <li>➤ Embraces change well</li> <li>➤ Deals with difficult situations effectively</li> <li>➤ Able to work flexibly and out of school hours as required</li> </ul>
<b>Physical requirements</b>	<ul style="list-style-type: none"> <li>➤ Be reasonably fit to carry out the duties of the job</li> <li>➤ Able to carry out some manual handling and lifting</li> <li>➤ Able to carry out work at high levels using appropriate equipment</li> </ul>