

## Person Specification – Site Manager

PERSON SPECIFICATION		
REQUIREMENT	Essential	Desirable
<b>Experience</b>		
GCSE English and Maths at grade A*- D or equivalent	*	
Relevant trade qualification or craft skills		*
2 years' experience of a similar role		*
Practical skills – hands on maintenance skills	*	
Experience of working with children/young people within an educational context appropriate to the role		*
Experience of leading/supervising colleagues		*
Understanding of buildings systems and maintenance or willingness to train	*	
<b>Skills and abilities</b>		
Able to plan and prioritise own workload	*	
Able to work in a team and in collaborative partnerships	*	
Ability to use initiative and work with minimum supervision at times	*	
IT skills - the successful candidate will need to work with a building management system, and communicate effectively using email	*	
Ability to undertake manual handling tasks and to work at height both safely and within regulations		*
Ability to undertake repairs, painting and decorating tasks to a good standard	*	
Understanding of and ability to work with Health and Safety regulations and best practice - ability to undertake simple H&S risk assessments and manage H&S risks with legislation knowledge and COSHH		*
<b>Skills and abilities - other</b>		
A positive and flexible approach, open to challenges	*	
Customer focused	*	
Ability to maintain accurate records	*	
Good communication and interpersonal skills, able to engage with senior leaders and other staff effectively	*	
Committed, enthusiastic and willing to help others	*	
Willingness to take on and develop new skills to support performance in the role	*	
<b>Equal Opportunities</b>		
Commitment to equal opportunities and diversity in the performance of duties	*	
<b>CPD</b>		
Evidence of commitment to own professional development		*