



Person Specification for a Facilities Supervisor

The Governors are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An Enhanced DBS check will be carried out for the successful candidate.

Knowledge and Qualifications

Essential	Desirable
<ul style="list-style-type: none"> • Good literacy and numeracy skills • Understanding of Health and Safety regulations and procedures in the workplace • General handyman/practical skills together with the operation of associated tools and equipment 	<ul style="list-style-type: none"> • GCSE Grade A*-C or equivalent in English, Maths • NVQ level 2 qualification in relevant discipline • Health & Safety qualification • Participated in training relevant to the role such as manual handling, fire safety • Knowledge and awareness of relevant policies/codes of practice

Experience

Essential	Desirable
<ul style="list-style-type: none"> • Experience of working in a role that would be relevant to the position • Experience of maintaining buildings or equipment • Experience of following Health & Safety legislation in the workplace 	<ul style="list-style-type: none"> • Caretaking experience in a school setting and knowledge of school policies • Experience of working as part of a site team and working with contractors on site

Skills and Competencies

Essential	Desirable
<ul style="list-style-type: none"> • Ability to undertake a range of maintenance tasks • Ability to plan and organise staff and resources, including effective use of own time • Able to work on own initiative and make decisions • Able to follow directions and work in collaboration with line manager but also direct team members to ensure standards are achieved • Good interpersonal skills • Effective ICT skills • Ability to relate to children and adults 	



ST BENET BISCOP
CATHOLIC ACADEMY

Physical, mental and emotional demands

Essential	Desirable
<ul style="list-style-type: none">• Able to work flexibly to meet the demands of the role and respond to unplanned situations such as alarm call outs and emergency services response• Ability to work under pressure and some element of noise• Physically able to work from a standing position, need to walk, bend, lift and carry moderate weights.• Strength, dexterity and co-ordination to use a range of cleaning tools and equipment.• Ability to cope with some outdoor work and some exposure to unpleasant conditions such as toilet areas/drains/sewers.• Ability to reflect on own performance and positively respond to feedback from others• Willingness to participate in training and development• Willing to contribute to the life and development of the academy	