Person Specification – Multi skilled Maintenance Assistant

Area	Essential	Desirable
Skills		
Good literacy and numeracy skills	√	
Ability to use relevant IT equipment or willingness to learn		√
Proven practical experience of working in a building, electrical or general maintenance role	√	
Industry recognised qualification in relevant trade		√
Ability to use tools and machinery associated with the role safely and appropriately	√	
MIDAS certificate or willingness to learn		√
Full driving license	√	
Experience / Knowledge		
Experience in basic maintenance skills including carpentry, plumbing, painting, decorating and electrical work	√	
Experience of working with external contractors		√
Experience of manual handling and ability to safely lift heavy loads e.g moving furniture, lifting equipment	√	
Experience of "Working at Height"	√	
Experience of adhering to health and safety legislation, policies and procedures	√	
Experience of working in a school or similar environment		√
Have knowledge of the principles of COSHH		√
Skills and Attributes		
Ability to work unsupervised	√	
Good organisational skills and ability to complete tasks competently and to deadlines	√	
Ability to work safely	√	
Able to work under own initiative	√	
Demonstrate working effectively as part of a team, maintaining good relations with colleagues and others	√	
Awareness of the main requirements of health and safety legislation, risk assessments and good practice relevant to the duties of the post	√	
Personal Qualities		
Flexible attitude to duties and working hours when necessary in order to fulfil the requirements of the role and the needs of the school	√	
Ability to stay calm under pressure	√	
Personable and approachable with good interpersonal and communication skills	√	
Reliable	√	
Demonstrate a positive attitude to the work and support the ethos of the school	√	
Willingness to learn new skills and be able to undertake training and development where required	√	