

Person Specification

JOB TITLE: Site Controller Level 2 (F1b) BG-I (SCP 6-14)

Jennett's Park Primary School

Person Spec Tested by: Application(A) , References (R) , Interview (I) , Tasks (T)

		Essential		Desirable	
Qualifications	Knowledge/skills equivalent to current national qualifications (NVQ) level 2 or relevant experience	RA			
	Working at or towards national occupational standards (NOS) for facilities management (or ability to undertake training)	ARI			
Knowledge & Experience	Knowledge and expertise in minor maintenance and repair (Plumbing, carpentry, painting and decorating).	ART	Experience of working with children within a primary school setting		AI
	To outsource as needed contracts for electrical and gas	I	3 years experience in a maintenance backgrounds		AR
	Knowledge of policies and procedures for health and safety, security and alarm systems	AT	Working at heights qualification		A
	Ability to communicate with school staff and contractors.	IRT			
	Able to work at heights	AI			
Relationships	Ability to form positive and trusting relationships with children, their parents and colleagues.	AI	Experience of working directly with a range of professional colleagues from outside agencies		AR
	Ability to inspire and motivate teams	AIT			
	Ability to supervise staff				
Professional and Attributes	Good verbal and written communication skills	AITI	Ability to make effective use of resources, including ICT		AT
	Understands the importance of confidentiality in school				
	Ability to plan time effectively, be self-motivating	AT			
	Ability to use initiative				
	Self-confidence, enthusiasm and integrity	AI			
	Positive and Professional				
Personal & Other Attributes	Physically able to use cleaning equipment and move or lift furniture	ATIR			
	Suitability to work with children				
	Sympathetic to our Church School ethos and values				
	Sense of humour				
	Adaptable and flexible				
	‘Can do’ approach				
	A love of children and a passion for making their lives better				
	Willingness to make effective contributions on a wider, whole school level				
	Able to identify own training needs and actively seek learning opportunities and participate in training and development activities.				
	Committed to equality of opportunity				

All staff at Jennett's Park CE Primary are committed to ensuring every child is safe and secure and implement stringent safeguarding procedures.