

# Kingswode Hoe School

## Person specification

	Essential	Desirable
<b>Training &amp; qualifications</b>	<ul style="list-style-type: none"> <li>✓ Evidence of training or qualifications relevant to site maintenance</li> <li>✓ Level of literacy, numeracy and IT for professional communication</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Qualification in area(s) relevant to site maintenance</li> <li><input type="checkbox"/> First aid</li> <li><input type="checkbox"/> Minibus licence</li> </ul>
<b>Knowledge &amp; understanding</b>	<ul style="list-style-type: none"> <li>✓ Knowledge of site maintenance and repair</li> <li>✓ Up to date knowledge of relevant regulations</li> <li>✓ Ability to follow school policies and procedures including Child Protection and Safeguarding</li> <li>✓ Willingness to undertake training and development</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Experience of specific area(s) such as painting and decorating, health and safety, risk assessment</li> <li><input type="checkbox"/> Up to date knowledge of legislation relating to site maintenance and health and safety</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>✓ Evidence of strong work ethic, reliability and punctuality</li> <li>✓ Able to build positive relationships</li> <li>✓ Evidence of previous similar work experience in relevant area(s)</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Experience of site maintenance support work in a school or similar setting</li> </ul>
<b>Characteristics and competencies</b>	<ul style="list-style-type: none"> <li>✓ Able to communicate effectively with staff and contractors</li> <li>✓ Enthusiasm, determination and drive</li> <li>✓ An appetite and stamina for challenging work</li> <li>✓ A positive, solution-focused mind-set and determined 'no-excuses' approach to raising standards</li> <li>✓ Calm approach focused on achieving the best outcomes for the school</li> <li>✓ Commitment to ongoing professional development and ability to reflect, learn and improve own practice</li> <li>✓ Resilience and professionalism</li> <li>✓ Sense of humour</li> </ul>	

### Expectations

The successful candidate will be part of an experienced School Support Team. They will be expected to contribute to this team and be able to work collaboratively with a range of adults across the whole school. It is expected that all staff become involved in the work of the SEAX Multi-Academy trust and partnerships with other schools. All staff are expected to take part in CPD activities and follow staff code of conduct, policies and procedures.

Kingswode Hoe School is part of the SEAX multi-academy trust  
SEAX Trust company number 07747149

*What we plant today, we grow tomorrow...*

