



**East Harling Primary School and Nursery**  
**PERSON SPECIFICATION**

**School Caretaker**

	ESSENTIAL	DESIRABLE
Qualifications		<ul style="list-style-type: none"> <li>- Qualified to carry out PAT testing</li> </ul>
Work related experience and skills	<ul style="list-style-type: none"> <li>- Good general DIY skills</li> <li>- Experience of carrying out risk assessments and health and safety checks</li> <li>- Able to supervise the work of others</li> </ul>	<ul style="list-style-type: none"> <li>- Previous cleaning and caretaking experience</li> <li>- Experience of managing a small budget</li> <li>- Experience of monitoring and ordering stock</li> <li>- Understanding of fire safety</li> <li>- Experience of carrying out legionella and fire safety checks</li> <li>- Asbestos training</li> </ul>
Personal	<ul style="list-style-type: none"> <li>- Responsible and trustworthy</li> <li>- Positive and enthusiastic</li> <li>- Adaptable and flexible</li> <li>- Hardworking and takes pride in their work</li> <li>- Able to work independently and as part of a team</li> <li>- Able to show initiative</li> <li>- Reliable</li> <li>- Good attendance record</li> <li>- Willingness to attend further training (on and off site)</li> </ul>	<ul style="list-style-type: none"> <li>- Good sense of humour</li> <li>- Willingness to contribute to the wider life of the school</li> </ul>

**We are committed to safeguarding and promoting the welfare of children and young people, any successful applicant will therefore be expected to share this responsibility and be required to undertake an Enhanced Criminal Records Bureau Disclosure and provide two professional references.**