

Person specification for the role of Premises Officer and Groundsperson

Thomas A Becket Junior School

In order to fulfil this role effectively a person will need to demonstrate the following.

	Essential	Desirable
Qualifications	• A willingness to participate in relevant training as required and necessary to the post	• Driving licence • A basic knowledge of grass care and maintenance • Evidence of qualification in PA1 & PA6 (herbicide/pesticide spraying) • First Aid at Work
Experience		• Experience of working within a general grounds/maintenance roll • Awareness and good understanding of Health and Safety regulations relating to cleaning, general grounds and maintenance
Knowledge and understanding	• Maintain confidentiality at all times • Be an integral part of the premises team, supporting team members in order to meet standards and objectives set • Be able to work individually under limited supervision • Manage time effectively • Communicate clearly and respond appropriately to unexpected issues	• Knowledge of grass care and sports pitch maintenance
Skills and attributes	• Be punctual, reliable and flexible in your response to meeting the needs of the school • Good DIY maintenance skills, including but not limited to; painting and decorating, the adjustment, repair and replacement of door/window furniture, basic plumbing • Ability to work to, and meet deadlines prioritising tasks as necessary	• The ability to safely select, operate and maintain equipment, plant and machinery • A willingness to reflect on personal practice and strive to continually improve standards of the School's grounds and facilities

	● Be well organised and methodical in your approach to work and have good attention to detail ● Take responsibility for your own standard of work ● Be able to safely manage minor manual handling tasks ● Respond flexibly to the changing demands of the post and requirements of the school ● Be resilient to the unpredictability of the British weather	
Equal opportunities and Safeguarding	● Demonstrate commitment to supporting and promoting the safeguarding of children and young people's equity, equality and welfare	