Caretaker (Dual Site) - Person Specification

	JOB REQUIREMENT	Evidence	Scoring Method
Qualifications, knowledge and experience	Good standard of literacy, numeracy and ICT skills, enabling the post holder to complete relevant documentation, both manually and electronically.	A	Pass/Fail
	Previous experience of working in a similar role	A/I	Numerical Scale
	Knowledge of building plant operation (i.e. boilers, alarm panels etc).	A/I	Numerical Scale
	Qualifications or evidence of CPD in a relevant field at Level 2 or above (i.e. manual handling, first aid, legionella awareness, asbestos awareness)	A	Numerical Scale
	Experience of working in a school environment	A/I	Pass/fail
	A full driving licence or the ability to reliably travel between dual sites (Anlaby and Welton).	A/I	Pass/Fail
	Knowledge of relevant health and safety legislation.	A, I	Numerical Scale
Values & Behaviours	*Supporting & Cooperating – Working with people* ***– Kindness*** Demonstrates an interest in and understanding of others; Adapts to the team and builds team spirit; Listens, consults others and communicates proactively; Supports and cares for others; Develops and openly communicates self-insight	I	Numerical Scale
	Organising & Executing – Following instructions & procedures ***– Trust/Service*** Appropriately follows instructions from others without unnecessarily challenging authority; Follows procedures and policies; Keeps to schedules; Arrives punctually for work and meetings; Demonstrates commitment to the organisation; Complies with legal obligations and safety requirements of the role	I	Numerical Scale
	Adapting and Coping – Adapting & Responding to change ***- Courage*** Adapts to changing circumstances; Accepts new ideas and change initiatives; Adapts interpersonal style to suit different people or situations; Shows respect and sensitivity towards cultural and religious differences; Deals with ambiguity, making positive use of the opportunities it presents	I	Numerical Scale
	Interacting & Presenting – Persuading & Influencing ***- Service*** Makes a strong personal impression on others; Gains clear agreement and commitment from others by persuading, convincing and negotiating; Manages conflict well.	I	Numerical Scale

* A = application, I = interview (including tasks), V = pre-employment vetting checks

TEAL is committed to safeguarding and promoting the safety and welfare of children and young people and expects all staff to share the commitment. All appointments will, therefore, be subject to a satisfactory Enhanced Level Disclosure and Barring Service Clearance as well as all other relevant pre-employment vetting checks.