

PERSON SPECIFICATION

JOB TITLE: Caretaker

POST NO: 50037072

SERVICE AREA: Children's Services

GRADE: Grade 2

PREPARED BY: Mark Dawkins

DATE: September 2020

E = ESSENTIAL D = DESIRABLE		SOURCE OF EVIDENCE – APPLICATION = A TEST = T INTERVIEW = I	
		1. EXPERIENCE, direct work experience, other relevant experience.	W = 5
E	Experience working in caretaker or other maintenance roles		A/I
E	Experience undertaking maintenance tasks and minor repairs.		A/I
D	Experience working in homes, schools and/or other settings with children.		A/I
		2. KNOWLEDGE, without which the job cannot be done effectively.	W = 4
E	Knowledge of working at heights, health and safety and the health and safety at work act 1974		I
E	Knowledge of how to complete minor repairs and maintenance jobs to a high standard		I
D	Knowledge of associated conditions e.g. autism, behaviours that challenge, physical disabilities		I
		3. SKILLS & ABILITIES, Essential/capable of Doing, Desirable/Able to train.	W = 5
E	To make minor repairs, attend to the grounds and keep the site presentable and safe.		A/I
E	Ability to work on their own and as part of the team		A/I
E	Physically fit to undertake moving and positioning task and take part in physical activities.		
E	Able to complete risk assessments		A/I
E	Ability to assess and price up costs for repairs and maintenance work		A/I
E	Ability to undertake fire checks in line with the homes policy		
E	Ability to undertake regular checks on the home's cars to ensure they are safe and road worthy.		
		4. QUALIFICATIONS	W = 5
E	Training in health and safety and qualifications relating to building maintenance		A/I
E	Willingness to undertake further training		A/I
		5. PERSONALITY, SOCIAL SKILLS, ETC	
E	Self-motivated and enthusiastic		A/I
E	Positive and 'can do' attitude		A/I
E	Be a good role model for the children in the home		A/I
E	Attentive to detail		A/I
D	Work as part of the team		A/I
		6. OTHER FACTORS	W = 5
E	Able to undertake manual handling procedures with training		A/I
E	Understanding of safeguarding procedures and awareness of basic safeguards to prevent abuse of children.		A/I