Caretaker/Premises Officer

Person Specification

May 2023

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| criteria | Essential | desirable |
| **Qualifications  and training** |  | * Building / maintenance certificates eg. City & Guilds, NVQs, Cleaning Science Certificate, or proven past experience * Ladder training * Manual handling training * Control of contractors * COSSH * (this training can be arranged for a suitable candidate) |
| **Experience/ Skills and knowledge** | * Knowledge and practical experience of DIY and/or building maintenance * Cleaning knowledge/ skills | * Basic plumbing * Knowledge of health and safety procedures * Building trade experience * Competent use of ICT * Experience of site management and maintenance |
| **Personal qualities** | * Friendly, helpful and kind * Willing to be flexible with hours and duties * Self-motivated and hard working * Good organisational and time management skills * Effective communicator |  |