Aspire Educational Trust



Person Specification: Site Maintenance Officer

	Essential	Desirable
Qualifications and training	• GCSE or equivalent including English & Mathematics. • Practical maintenance ability • Good communication skills • Teamworking skills • Ability to manage and maintain stocks of hygiene materials/PPE	• Knowledge of Building, fire and health and safety regulations. • Knowledge of joinery/plumbing/electrics • ICT and email experience
AET Trust values	The successful candidate will be able to meet the attributes of the Trusts Values: **Aspiration** • Inclusive and respectful to all our colleagues • Keen to keep developing and receptive to change • Reflective and learn from mistakes • Solution focused **Believe** • Passionate and have a positive outlook • Confident to share their opinions and ideas and value those of others **Community** • Considerate of all • Welcoming • Adaptable • Understanding of the needs of the wider community • Look after our own and each other's well being	

All candidates must be;

- Eligible to work in the UK.
- Open to having the relevant security checks made on them, e.g. an enhanced DBS check.
- Suitable to work with children and young people.

	Essential	Desirable
Knowledge, Experience, Skills and Competency	• Technical skills/knowledge - competent in the operation of site equipment, power and hand tools • Able to deal with breakdowns, faults and repairs – identification and calling out of appropriate contractor • Good organisational skills - able to follow instruction and complete workload in a timely manner • Good communication skills • Ability to interact and respond positively to children, young people and adults • Ability for some heavy lifting, physical fitness appropriate to tasks required • Able to work independently as well as part of a team • Ability to work effectively with colleagues and other practitioners • Ability to contribute towards creating a safe and protective environment • Commitment to maintaining high standards and expectations • Ability to take an active role in developing own skills and expertise • To value people equally, supporting an inclusive ethos	• Understanding of site services, gas boilers, water heaters etc. • Health and Safety - good knowledge of Health and Safety legislation (including COSHH) and School procedures • Knowledge of joinery/plumbing/electrics