**Site Manager**

**Person Specification**

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| Qualifications and Experience | |
| Essential | * Be open minded and willing to undergo training as required and for self-development e.g. health and safety; first aid * Building maintenance * DIY experience * Working in a team * Supervising a small team of staff * Working with contractors * Ability and experience of using a wide range of machinery |
| Desirable | * Understanding of security, including alarm systems * Understanding of health and safety requirements of a large site * Ability to recongnise and take action to avoid potential risks under Health and Safety legislation * Have a clean current driving license and be prepared to undergo minibus driving training |
| Skills and knowledge | |
| Essential | * Good knowledge of health and safety regulations * Ability to work flexibly, independently and as part of a team * Good DIY skills * Good IT skills * Ability to plan, organise and prioritise |
| Personal Qualities | |
| Essential | * Commitment to promoting the ethos and values of the school and getting the best outcomes for all pupils * Commitment to acting with integrity, honesty, loyalty and fairness to safeguard the assets, financial probity and reputation of the school * Ability to work under pressure and prioritise effectively * Commitment to maintaining confidentiality at all times * Commitment to safeguarding and equality * Embraces change well * Deals with difficult situations effectively * Have flexibility with shift patterns to meet the needs of the school; for example in severe weather conditions; periods of staff illness, lettings and school events, etc. |
| Physical Requirements | |
| Essential | * Be reasonably fit to carry out the duties of the job * Able to carry out some manual handling and lifting * Able to carry out work at high levels using appropriate equipment |