

## *Person Specification: Assistant Site Supervisor*

<b>Attributes</b>		<b>Essential</b>	<b>Desirable</b>
Experience	Practical experience in a trade relevant to premises maintenance eg painting, carpentry, plumbing etc.	√	
	Experience of working in a similar role.		√
	Experience of security work.		√
	Mini-bus licence		√
Qualifications	No specific qualification required but general literacy and numeracy skills required.	√	
	Recognised qualification in a trade.		√
	Level 2 English and maths		√
Training	Health and safety training	√	
	Recognised Health and Safety qualification eg manual handling and/or working at heights		√
Specialisms	DIY type practical skills.	√	
	Practical experience in more than one area.		√
Practical and Intellectual Skills	Ability to prioritise and multi-task.	√	
	Ability to work with minimal supervision and show initiative.	√	
	Ability to build positive relationships with students & staff	√	
	Experience of working with minimal supervision.		√
Disposition - Adjustment- Attitudes	Reliable. Willing to work flexibly	√	
	Patient, Approachable, Confident	√	
	Ability to work at speed whilst maintaining attention to detail.	√	
	Well organised	√	
	Commitment to meeting deadlines	√	
	Good Communication Skills	√	
	Good team player	√	
	Calm under pressure	√	
Evidence of commitment to improving existing customs and practices to improve outcomes.		√	
Circumstances Personal	Personal circumstances should not preclude working evenings or weekends or attending call outs.	√	
	Checkable work history	√	
Physical Makeup	Physical work including lifting and carrying involved. A considerable amount of walking around our extensive site is necessary. A degree of physical fitness is therefore required.	√	