

PERSON SPECIFICATION

Job Title	Maintenance Assistant	Department	Adult Services
REQUIREMENTS	ESSENTIAL	DESIRABLE	ASSESSMENT METHOD
Education and knowledge:	Experience & knowledge of building and maintenance trades Relevant legislation	Relevant health & safety training	Application Application / Interview Application / Interview
Experience required:	Working in a building / estates management environment Willing to undertake job specific training	Site health & safety Supervising contractors	Application Application / Interview Application / Interview Application / Interview
Skills and Abilities:	Communication skills Organisational skills Ability to work under pressure Ability to work on own Ability to work as part of a team	Computer literate	Interview Application / Interview Interview Application / Interview Application / Interview Application / Interview
Personal Attributes:	Self-motivated Pro-active	Ability to climb ladders Ability to work at height Lift a maximum weight of 20KG Access small confined spaces Valid driving licence	Application / Interview Application / Interview Application / Interview Application / Interview Application / Interview Interview Interview
<p>NB MUST INCLUDE SKILLS, ABILITIES, EXPERIENCE, BEHAVIOURS AND ATTITUDE/MOTIVATION TOWARDS CHILDREN/VULNERABLE ADULTS (DELETE FROM PERSON SPEC)</p>			

