

## Person Specification Site Supervisor

<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Basic skills/induction</li> <li>• Willingness to participate in training and development opportunities</li> <li>• COSHH training <b>(desirable)</b></li> <li>• Health &amp; Safety training <b>(desirable)</b></li> <li>• The Support Work in Academy's VQ (SWIS) <b>(desirable)</b></li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• DIY experience at a similar level of a semi-skilled craftsman</li> <li>• Care and maintenance of premises, including security</li> <li>• Working in an Academy environment <b>(desirable)</b></li> <li>• Experience of working with heating systems <b>(desirable)</b></li> </ul>
<b>Skills and Knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of Health &amp; Safety requirements</li> <li>• Knowledge of security systems and procedures</li> <li>• Able to carry out set instructions and seek clarification where necessary</li> <li>• Understanding of appropriate cleaning methods and standards</li> <li>• Good DIY skills</li> <li>• Ability to follow and comply with instructions on equipment/machinery</li> <li>• Good communication skills and the ability to work effectively with a wide range of people</li> <li>• Able to deal with emergencies outside normal working hours, following set procedures</li> <li>• Ability for some heavy lifting</li> <li>• Is able to prioritise daily workload</li> </ul>
<b>Attributes and Qualities</b>	<ul style="list-style-type: none"> <li>• Pleasant and friendly manner</li> <li>• Polite and punctual</li> <li>• Reliable</li> <li>• A commitment to working as part of the whole Academy team and supporting the vision and aims of the Academy</li> </ul>