



Warrington Primary Academy Trust

Maintenance Officer

PERSON SPECIFICATION

JE Reference: A10337

	ESSENTIAL	DESIRABLE
Knowledge, skills and abilities		
Ability to use portable hand tools for maintenance tasks	✓	
Ability to work at height using appropriate equipment (e.g. stepladders)	✓	
Ability to work as part of a team, working with others to achieve success.	✓	
Effective interpersonal skills enabling good relationships to be built with a wide range of people (Senior Leadership Team, teaching staff, support staff, contractors)	✓	
Basic literacy and numeracy skills.	✓	
IT literate with the ability to use online safety management systems	✓	
Demonstrate effective skills in working with children	✓	
Knowledge of the statutory and operational checks required by maintenance routines in school.	✓	
Experience		
Experience in working in a school environment		✓
Experience in carrying out caretaking duties such as portering, litter- picking	✓	
Experience in carrying out routine maintenance tasks	✓	
Experience in painting and decorating	✓	
Experience in directing and managing the work of small teams including the allocation and checking of tasks.	✓	
Education, qualifications and knowledge		
Minimum educational qualifications of 5 GCSEs or equivalent	✓	

Detailed knowledge of the health and safety regulations affecting this role (e.g. working at height, manual handling, COSHH, asbestos, legionella)	✓	
Relevant practical qualifications in trades such as plumbing, electrical work, joinery		✓
A full clean driving license	✓	
Other		
The post holder will be required to undergo an enhanced DBS clearance	✓	
Ability to understand and demonstrate commitment to equality and diversity	✓	
Be prepared occasionally to work flexibly, given reasonable notice, out of hours to support out of hours school activities.	✓	