



Person specification – Deputy Estates Manager

Overview:

St Michael's Prep School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

We are looking for someone who has a warm and encouraging manner that will bring out the best in others. They will be reliable, organised and efficient and a good team player. They should be flexible and ambitious, displaying drive and determination. They should be passionate about education and developing young lives.

Essential qualifications:

- Eligible to work in the UK
- An enhanced disclosure via the DBS (which the school can facilitate) or registration with the update service
- Hold a full clean manual driving licence

Desirable qualifications:

- Safeguarding training
- Experience of working with children with a range of emotional and behavioural difficulties
- Hold a first aid training certificate
- Pool plant operators' certificate
- Minibus driving licence

Essential experience:

- Experience of working as a general handyman, particularly in the areas of carpentry, decorating and plumbing
- Basic knowledge of how to safely use hand tools
- Have good literacy skills and be I.T. proficient in Word and Outlook.

Desirable Experience:

- Previous experience working in a school
- Understanding of Keeping Children Safe in Education (KCSiE) and safeguarding in schools

Personal Attributes

- A passion for developing young lives
- Strength as a team player with the ability to build a strong team ethos



- Excellent communication and motivational skills, to help other members of the team.
- Ability to act as an ambassador and professional advocate for the school
- Strong personal credibility and the capacity to build relationships
- Resilience and capacity to cope under pressure
- Sympathy with the Christian ethos and values of the school
- Attention to detail.
- Well organised, be able to prioritise and meet deadlines.
- Able to use own initiative and work as part of the team.
- Able to keep electronic records for compliance.
- Able to problem solve in a calm decisive manner.
- Have a methodical and conscientious work ethic.
- Commitment to personal learning and development.
- Flexible and willing to work out of normal hours to support the needs of the school.

St Michael's Prep School is committed to safeguarding and promoting the welfare of children and the successful applicant will be subject to an enhanced disclosure through the Disclosure and Barring Service and online digital presence checks if invited to interview.

