# STILTON PARISH COUNCIL

**AMENITIES CARETAKER – PERSON SPECIFICATION**

| | Essential | Desirable | How identified |
|---|---|---|---|
| **Education/Qualifications** | | • 5 GCSE's grade A* - C, to include English and Maths (or equivalent qualification<br>• Recognised building trade qualification/experience<br>• Basic IT skills<br>• Qualified to drive | CV<br>CV<br>CV<br>CV |
| **Experience** | | • Experience in working for a public sector organisation<br>• Maintenance work in a professional capacity<br>• Knowledge of H&S regulations in relation to the role<br>• Understanding of maintaining public buildings | CV/interview<br>CV/interview<br>CV/interview<br>CV/interview |
| **Knowledge and skills** | • Able to follow, instructions, organise and prioritise workload | • DIY skills necessary to undertake general building maintenance, minor repairs and porterage duties<br>• Physical fitness appropriate to the tasks in the job description<br>• Able to work at moderate heights | CV/interview<br>Interview<br>CV/interview<br>CV/interview |

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| | and communicate with all members of the community/Pavilion hirers<br>• A willingness to be helpful and support council staff/hirers/residents in a practical way<br>• Able to work as part of a team and on own initiative, understanding council roles and responsibilities<br>• Able to learn new skills and positively respond to change on a daily basis | | CV/interview<br><br>CV/interview<br><br>CV/interview |
| **Personal qualities/disposition** | • Positive outlook<br>• Resourceful and practical<br>• Understands the need to maintain confidentiality<br>• Available for 15 hours a week<br>• Has personal transport<br>• Is available to work weekends and evenings | • Good communication skills<br>• Self-confident | CV/interview<br>Interview<br>Interview<br>CV/interview<br>Interview<br><br>CV/interview<br>CV/interview<br>Interview |