

Person Specification – Facility Manager

Category	Essential	Desirable	Method of Assessment
Physical	<ul style="list-style-type: none"> • Smart appearance. • Good communication skills. • Able to move around the site. • Able to meet the physical demands of the role 		Application Form
Qualifications		<ul style="list-style-type: none"> • Health and Safety qualification 	Application Form and Interview
Experience	<ul style="list-style-type: none"> • Experience of working with machinery and chemicals. • Experience of DIY. 	<ul style="list-style-type: none"> • Experience of working in a school environment. • Experience of supervising the work of others. 	Application Form and Interview
Training	<ul style="list-style-type: none"> • Willing to participate fully in all relevant training, including: <ul style="list-style-type: none"> • COSHH • IOSH • Manual handling • Asbestos • Fire Safety 		Application Form and Interview.
Special Knowledge	<ul style="list-style-type: none"> • A knowledge of health and safety • IT literate. 	<ul style="list-style-type: none"> • 	Application Form and Interview
Circumstances	<ul style="list-style-type: none"> • Able to work some early mornings and late evenings. • Able to be flexible to meet the demands on the use of the site. 		Application Form and Interview
Disposition	<ul style="list-style-type: none"> • Reliable, organised able to work effectively and innovatively. • Flexible and open to change for continuous improvement. • Able to remain calm under pressure and manage conflicting demands. • 		Interview

Practical and Intellectual Skills	<ul style="list-style-type: none">• Effective communication skills.• Ability to use initiative to respond to unexpected problems using recognised procedures and policies as a guide.•		Application Form and Interview
Legal Requirements	<ul style="list-style-type: none">• Enhanced Criminal Records Bureau Check.		