Cheshire Academies Trust
Inspiring hearts and minds

Boughton Heath Academy
Here, children thrive...

Becketts Lane, Boughton
Chester CH3 5RW

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Site Maintenance Officer – Person Specification

Essential Criteria:

Experience:

- Previous experience in a similar role, ideally involving building or grounds maintenance.
- Experience using basic maintenance tools and equipment.

Skills and Knowledge:

- Basic knowledge of plumbing, joinery, and electrics.
- Understanding of health and safety regulations, especially in relation to handling hazardous substances and safer handling guidelines.
- Ability to use hand tools, small power tools, and electrical cleaning equipment.
- Knowledge of operating alarm and security systems.

Personal Attributes:

- Excellent communication skills and the ability to work well with school staff, contractors, and pupils.
- Highly organised with the ability to multitask and prioritise tasks in a busy environment.
- Self-motivated, able to work independently and use initiative.
- A proactive approach to problem-solving.
- Be aware of and support equal opportunities for all.
- To be a proactive member of the school team, contributing to the overall ethos / work / aims of the school.
- Participate in training and other learning activities and performance development as required.
- Recognise own strengths and areas of expertise and use these to advise and support others.

Health and Safety:

- Demonstrable understanding of health and safety regulations, including safe storage of materials and chemicals.
- Ability to perform risk assessments and identify potential hazards around the site.

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General:

- Basic literacy and numeracy skills to read instructions, keep records, and follow written procedures.
- Commitment to safeguarding and promoting the welfare of children.

Desirable Criteria:

- Experience working in a school or educational environment.
- Knowledge of school security systems and procedures.
- Qualifications; NEBOSH, Health and Safety, COSHH, Asbestos, Legionella, First Aid
- IT literate, comfortable using software to record H&S/premises data.