



## PERSON SPECIFICATION

### Part Time Grounds/ Maintenance Operative

#### ESSENTIAL

English/Maths	Good understanding of spoken and written English and mathematics at GCE 'O' Level/GCSE or equivalent.
Technologically literate	Ability to use telephone, emails and undertake internet searches.
Communication skills	Oral and in writing (inspection reports).
Good people skills	Dealing with public enquiries.
Good telephone manner	Deal with enquiries/keep records.
Problem-solving skills	Demonstrate initiative to solve problems.
Can work on own initiative	Carrying out inspections, research & provide advice, contribute to ideas/policies.
Able to work under pressure	Must be able to meet deadlines.
Able to work to flexible hours	Occasional out of hours emergencies or planned events.
Able to undertake all necessary training	Training will be provided.

#### DESIRABLE

Hold a Chainsaw and Spray Licence	Adhere to lone working policy
Some knowledge of the locality	Main issues affecting the area
A team person	Able to work well with others
A positive attitude	Able to deal with negativity from people
Dependable and highly organised	Business maturity, discretion, enthusiasm and a positive attitude