

PERSON SPECIFICATION – PREMISES ASSISTANT – LEVEL 1			
FACTOR	ESSENTIAL	DESIRABLE	MEANS OF ASSESSMENT
<ul style="list-style-type: none"> SKILLS, KNOWLEDGE AND APTITUDES 	<ul style="list-style-type: none"> Understanding of health and safety issues and willingness to undertake training. 	<ul style="list-style-type: none"> Knowledge of chemicals and proper use of cleaning equipment. Awareness of COSHH 	<ul style="list-style-type: none"> Interview Letter of application Application form
<ul style="list-style-type: none"> QUALIFICATIONS AND TRAINING 	<ul style="list-style-type: none"> No formal qualifications needed 		
<ul style="list-style-type: none"> EXPERIENCE 	<ul style="list-style-type: none"> No previous experience needed 		
<ul style="list-style-type: none"> DISPOSITION 	<ul style="list-style-type: none"> Work constructively within a team, understanding appropriate roles and working in a positive manner to overcome challenges Sense of humour and enthusiastic To show commitment to Equal Opportunities 		<ul style="list-style-type: none"> Reference Interview Letter of application
5. TRAINING	<ul style="list-style-type: none"> Willing to undertake training as necessary Commitment to own professional development 		<ul style="list-style-type: none"> Interview
<ul style="list-style-type: none"> SPECIAL REQUIREMENTS 	<ul style="list-style-type: none"> Candidates should have a shared belief in the aims and ethos of our academy 		<ul style="list-style-type: none"> Interview

Ormiston Meadows Academy is committed to safeguarding and promoting the welfare of children, and expects all staff and volunteers to share this commitment. Please visit our school website – www.ormistonmeadows.co.uk – to view our Safeguarding Statement and Policy. Our Equality Policy can also be found on our website

Candidates invited to interview will be required to bring with them certificates evidencing any qualifications declared on their application form. The successful candidate will be required to undergo pre-employment checks, including:

- Barred List and DBS check
- Right to Work in the UK check
- Confirmation of ID
- Two satisfactory references
- Health Clearance
- Qualifications check
- Verification of address check
- Certificate of Good Conduct, in addition for Teaching posts a Letter of Professional Standing (if appropriate)

Canvassing any member of staff, or member of the Governing Body, directly or indirectly, is prohibited and will be considered a disqualification

All vacancies are managed in accordance with the Academy's 'Recruitment and Selection Policy and Procedure'