

**Job Title:** Site Supervisor

<b>Qualifications</b>	<b>Essential</b>	<b>Desirable</b>
Willingness and ability to obtain and/or enhance qualifications and training for development in the post.	✓	
<b>Experience</b>		
Experience of working in a school environment.	✓	
Experience of general building and site maintenance	✓	
	✓	
<b>Skills</b>		
Excellent communication and listening skills	✓	
Ability to respect and maintain confidentiality	✓	
Working knowledge of standard computer packages (word processing, email and spreadsheets)	✓	
Ability to undertake basic repairs and maintenance	✓	
Good time management and organisation skills including ability to oversee the work of others	✓	
Ability to relate to students in a pleasant and sympathetic manner and to recognize potential child safeguarding issues	✓	
Understanding of Academy child safeguarding procedures		✓
<b>Other</b>		
Satisfactory DBS check	✓	
Assessed and advised by Health and Well Being	✓	
Full driving license	✓	