

## TORQUAY ACADEMY

### Person Specification

### Premises Manager

	Essential	Desirable
<b>Qualifications/Skills</b>		
Trade or professional qualification		y
<b>Experience/Knowledge</b>		
Experience of leading a team of people	Y	
Good communication skills	Y	
Experience of managing budgets	Y	
Ability to work as part of a team	Y	
Experience in developing and/or managing internal control and risk management processes		Y
Knowledge of building maintenance	Y	
Track record of successful project management		Y
Good presentation skills	Y	
Competent user of ICT	Y	
Able to take responsibility and show initiative	Y	
Understanding the school context		Y
Experience of working in a school		Y
Flexible to respond to changing priorities	Y	
Knowledge of buildings management	Y	
Knowledge of H & S legislation	Y	
Willing to be hands on	Y	
Knowledge of grounds maintenance		Y
<b>Other</b>		
Self-motivated and organised	Y	
Evidence of commitment to own professional development	Y	
Energy, enthusiasm and flexibility	Y	
Good health and attendance record	Y	
Sense of humour	Y	
Ability to work under pressure	Y	