

PARISH MAINTENANCE OFFICER – part-time

Person Specification

ATTRIBUTES	Essential	Desirable	
Skills & Knowledge			
Full valid drivers licence	✓		
Minor internal and external painting and preparation	✓		
Use of grass mowers and strimmers		✓	
Use of chainsaw (inc safety certificate)		✓	
Use of computer, email, internet	✓		
Capable of pushing, lifting and moving objects and of moderately heavy physical work	✓		
Knowledge of health & safety principles	✓		
Capable of issuing written and verbal instructions to tradespeople	✓		
General "handyman" skills	✓		
Previous experience			
Able to demonstrate maintenance skills	✓		
Working as part of small team		✓	
Able to demonstrate working in a position of trust	✓		
Attitudes & Disposition			
Willingness to adapt to meet urgent jobs	✓		
A commitment to quality service	✓		
Able to work on own initiative	✓		
Ability to work with minimum supervision	✓		
Ability to communicate face to face with members of the public	✓		
Willingness to undertake training for skills and H&S needs, from time to time	✓		
Other			
DBS check required			
Ability to undertake occasional strenuous work, without assistance including lifting and carrying	✓		

January 2019
