



Maintenance Handyperson

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Summary of the role:	<p>St Benedict's School Ealing, is a well-respected school with a variety of buildings, from historic 1920s structures to modern, eco-friendly ones. We are looking for a skilled and dedicated Maintenance Handyperson to help keep our school in excellent condition.</p> <p>The Maintenance Handyperson will handle a range of tasks to maintain and repair our school buildings. The ideal candidate has experience working in schools or similar settings and understands basic trades like painting, carpentry, plumbing, and general property maintenance. This role requires someone who can think quickly, solve problems and adapt to new challenges.</p>
Reporting: to:	Estates Maintenance Foreman
Main Duties and Responsibilities:	<ul style="list-style-type: none">- Hours of work – Monday to Friday 7.30am to 4.30pm with 1 hour for lunch and morning and afternoon break of 15 minutes each- General Maintenance - Perform routine repairs and upkeep of school buildings.- Painting and Decorating - Keep the school looking nice by painting and decorating as needed.- Carpentry - Fix and maintain doors, windows, furniture and other wooden items.- Plumbing - Handle basic plumbing tasks like fixing leaks and unblocking drains.- Property Maintenance - Take care of the school grounds and handle seasonal tasks like snow removal and leaf raking.



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<p>Main Duties and Responsibilities continued:</p>	<ul style="list-style-type: none"> - Safety Compliance - Ensure all work follows health and safety guidelines. - Emergency Repairs - Respond quickly to urgent repair needs and fix problems efficiently. - Problem Solving - Identify maintenance issues, come up with solutions, and make effective repairs. - Preventative Maintenance - Regularly inspect buildings to prevent issues before they arise. - Collaboration - Work well with school staff and outside contractors. - Willingness to Learn and Adapt - Stay up-to-date with new maintenance techniques and be open to learning new skills. - The essence of working within any successful team revolves around enthusiasm and willingness to co-operate wherever necessary within the team. The above points outline the principal duties involved. Carry out other duties as reasonably required or requested.
<p>Safeguarding responsibilities</p>	<p>Promote and safeguard the welfare of children and young persons with whom you come into contact.</p>

Person Specification			
	<p>Essential <i>These are qualities without which the applicant could not be appointed.</i></p>	<p>Desirable <i>These are extra qualities which can be used to choose between applicants who meet all the essential criteria.</i></p>	<p>Method of Assessment</p>
<p>Qualifications</p>	<p>Must be able to demonstrate literacy and numeracy skills</p>	<p>Any relevant training or qualifications in maintenance or construction. First aid qualification.</p>	<p>Production of the applicant's certificates. Discussion at interview.</p>



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		Full driving licence	Independent verification of qualifications.
Experience:	At least 3-5 years of experience in maintenance or handyman work, preferably in a school or similar environment.	Using related equipment such as towers.	Contents of the application form. Interview. Professional references.
Skills	Skills of basic trades like painting, carpentry, plumbing and general maintenance.		Contents of the application form. Interview. Professional references.
Knowledge	Knowledge of basic trades like painting, carpentry, plumbing and general maintenance.	Problem Solving - Ability to think on your feet and solve problems quickly.	Contents of the Application Form. Interview. Professional references.



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<p>Personal competencies, qualities, attitude and behaviours</p>	<p>Professionalism - reliability, able to work independently and as part of a team.</p> <p>Communication - Good communication and interpersonal skills.</p> <p>Polite and helpful.</p> <p>Physical Stamina - Ability to perform physically demanding tasks, including lifting and carrying, working in different weather conditions and working at height.</p> <p>Safeguarding - promotes the welfare of children and young people</p>	<p>Adaptability - Willing to learn new skills and adapt to changing maintenance practices.</p>	<p>Contents of the Application Form</p> <p>Interview</p> <p>Professional references</p>
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Holiday – 35 days per year (including the working days between Christmas and the New Year) plus the bank holidays

School lunches are provided free of charge during term time.



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