

## Person Specification

### Facilities Assistant

ATTRIBUTES/SKILLS	ESSENTIAL	DESIRABLE
<b>Education/Professional Qualifications</b>	<ul style="list-style-type: none"> <li>◆ Basic literacy and numeracy</li> <li>◆ Good understanding of English language</li> </ul>	<ul style="list-style-type: none"> <li>◆ First Aid at work</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>◆ Experience of working in a hospitality and housekeeping role or similar</li> </ul>	<ul style="list-style-type: none"> <li>◆ Experience of working for a charity</li> <li>◆ Working as a handy person</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>◆ Eye for detail and cleanliness</li> <li>◆ Use of everyday housekeeping tools and cleaning equipment.</li> <li>◆ Able to work under own initiative and as part of a team.</li> <li>◆ Able to complete tasks in a timely fashion,</li> <li>◆ Able to respond positively to guest requests &amp; deliver service which meets their needs.</li> <li>◆ Able to communicate clearly and effectively.</li> </ul>	<ul style="list-style-type: none"> <li>• COSHH training</li> <li>• Handy-person skills for minor maintenance jobs (DIY)</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>◆ Good level of physical fitness</li> <li>◆ Ability to interact with people at all levels</li> <li>◆ Enthusiastic and positive attitude to work</li> <li>◆ Is a team player</li> </ul>	