



ST EDMUND'S COLLEGE & PREP SCHOOL

Person Specification

Rooted in Christ and Catholic tradition and under the guidance of its patron, St Edmund's aims to realise the God-given potential, in body, mind and spirit, of all members of its community through service and leadership.

Avita Pro Fide !

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

Role title:	Head of Grounds		
Reporting to:	Bursar		
	Essential	Desirable	Method of assessment
Qualifications	NVQ level 2 Sports Turf Maintenance or IOG National Technical Certificate or JOG National Technical Certificate; or BTEC First Diploma/First Certificate in Horticulture; or National Certificate in Turf Science and Sports Ground Management; or City and Guilds National Certificate in Horticulture or equivalent.	Minibus Licence	Production of the Applicant's certificates
Experience	<ul style="list-style-type: none"> Proven experience in grounds and sports pitch maintenance. 		Contents of the application form Interview Professional references
Skills & Knowledge	<ul style="list-style-type: none"> As this post involves considerable manual handling duties the post holder must have completed some form of Manual Handling Training An Awareness of Child Protection (training will be given) Hold a valid driving licence Awareness of health and safety (training will be given) / Risk Assessment. General DIY Skills Garden Maintenance Pesticide spraying PA1 and (Knap sack spraying) Use of Chain Saws – Maintenance, cross cutting and falling small trees Knowledge of Provision and Use of Work Equipment Regulations. Knowledge of relevant Health and Safety legislation. 	<ul style="list-style-type: none"> No Less than 2 years' experience in management. 	Contents of the application form Interview Professional references

	<ul style="list-style-type: none"> • <i>First Aid Certificate (training will be provided)</i> 		
Personal competencies and qualities	<ul style="list-style-type: none"> • Good verbal communication and interpersonal skills, able to relate to young people • Able to work flexibly and independently • Able to follow instructions accurately but make good judgments and lead when required • Work in a team • Keen to learn and develop own skills, and take on any necessary training where required • Commitment to the safeguarding and welfare of all pupils • Self-Motivated • Reliable • High degree of initiative • Organised and computer literate • Ability to use resources effectively whilst ensuring Health and Safety standards. • Good Management and interpersonal skills. • Confidentiality and integrity. 		<p>Contents of the application form</p> <p>Interview</p> <p>Professional references</p>

The College is committed to safeguarding the welfare of children, therefore, all candidates will be required to undergo an Enhanced DBS check.

We will seek references that will include questions about past disciplinary actions or allegations in relation to behaviour with children and may approach previous employers for information to verify particular experience or qualifications.