



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.

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| Role title: | Domestic Assistant | | |
| Reporting to: | Domestic Services Manager | | |
| | Essential | Desirable | Method of assessment |
| Qualifications | | <ul style="list-style-type: none"> Basic Certificate in Health and Safety in the Workplace. | Production of the Applicant's certificates |
| Experience | | <ul style="list-style-type: none"> Previously worked in a school environment. Experience of the post applied for. Demonstrable experience of working within a team. | Contents of the application form Interview Professional references |
| Skills & Knowledge | | <ul style="list-style-type: none"> Basic knowledge of health and safety within a workplace. | Contents of the application form Interview Professional references |
| Personal competencies and qualities | <ul style="list-style-type: none"> To be a hard-working and a flexible team player. To be highly customer service focussed. To be able to communicate effectively with colleagues and the public. To be able to accept instruction and guidance. To be able to work and remain calm when dealing with several competing deadlines. Friendly, personable, willing and helpful, good sense of humour. Ability to work with a good degree of flexibility, to provide cover for other | | Contents of the application form Interview Professional references |

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| | <p>staff as required and to work, occasionally, evenings and weekends.</p> <ul style="list-style-type: none"> ● Current UK work permit required. ● Current enhanced DBS check will be obligatory if successful. | | |
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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.