

PERSON SPECIFICATION - Maintenance & Garden Worker

	Essential	Desirable
Qualification	Experience within a maintenance or similar environment	A trade or similar qualification
Experience	<p>Experience of carrying out gardening, repairs, general decoration, basic electrical, plumbing and carpentry.</p> <p>Experience of conducting Fire Tests and all Health & Safety checks and other legislative obligations along with the associated record keeping</p>	Experience in the care environment.
Knowledge and Skills	<p>Experience and comfortable in completing physical work and some working at heights.</p> <p>Knowledge of Health and Safety and Fire Safety regulations.</p> <p>Ability to communicate effectively, both verbally and in writing in order to interact with residents and staff and keep accurate written records, write reports and present data.</p>	

<p>General Aptitude</p>	<p>At all times present a positive and professional image of the Home to all stakeholders and service users.</p> <p>Competent in the use of computer packages, e.g. MS office, particularly spreadsheets and word processing.</p> <p>Ability to organise personal workload to meet deadlines and work well without supervision</p>	
<p>Personal Qualities</p>	<p>Trustworthy and able to deal confidentially with residents' and business information</p> <p>Driven to achieve continuous improvement.</p> <p>Take part in out of hours cover/call out rota</p>	
<p>Greensleeves Care Values</p>	<p>Ability to demonstrate understanding and apply our workplace values. These are embedded in all roles and applicants must evidence their values.</p> <ol style="list-style-type: none"> 1) Respect - You treat residents and colleagues with dignity and value their unique life experiences and personal contributions. 2) Openness - You act openly and honestly, building confidence in our intentions and behavior. We choose words and actions that are sincere, not misleading. 3) Responsibility - You are committed to meeting the needs of others and behave responsibility towards residents and colleagues, being careful of the choices we make. 	