

TORPOINT TOWN COUNCIL

PERSON SPECIFICATION

CARETAKER AND ENFORCEMENT OFFICER	
	Essential
1. Educational Qualifications	<ul style="list-style-type: none">➤ Good standard of general education.
2. Personal Qualities	<ul style="list-style-type: none">➤ Enthusiastic and mature outlook.➤ An "all-rounder" with 'hands-on' involvement.➤ A good team player.➤ Ability to relate to and work with others at all levels.➤ Flexible attitude as out of hours working will be required.➤ Good health and fitness record.➤ Customer focussed.➤ Ability to be tactful in difficult situations.
3. Skills, Knowledge and Aptitude	<ul style="list-style-type: none">➤ Good working knowledge and use of cleaning and caretaking equipment.➤ Experience of COSHH regulations.➤ Ability to manage own work load.➤ Reasonable knowledge of Health and Safety Legislation➤ Experience of effective record keeping.➤ Knowledge and experience of building security.➤ Experience and/or knowledge of implementing legislation.➤ Ability to undertake routine maintenance work.
4. Motivation	<ul style="list-style-type: none">➤ Willingness to undertake training to improve skill base or adapt to changing circumstances.➤ Self-reliant and self-motivated.➤ Willing to work outdoors in all weather.
5. Other	<ul style="list-style-type: none">➤ Mobility in being able to work at Council premises and other areas in the town.➤ Drivers licence required.