

**Easthall Park Housing Association
Estate Caretaker**

Education & Qualifications	Essential	Desirable
Basic literacy skills	✓	
Driving Licence (preferably clean)		✓
Qualifications in garden maintenance, common area cleaning		✓

Experience	Essential	Desirable
Experience in a manual working environment	✓	
Experience in garden maintenance		✓
Experience in cleaning related duties		✓

Skills, Abilities & Personal Attributes	Essential	Desirable
Good communication skills	✓	
Good timekeeping	✓	
Manage workload	✓	
Able to perform heavy or manual duties	✓	
Flexible approach	✓	
Commitment to learning and developing in the role	✓	
Basic construction skills		✓

Knowledge	Essential	Desirable
Strong working knowledge of health & safety related to the functions of the job	✓	
General knowledge of social housing		✓

Other Requirements	Essential	Desirable
Commitment to the Co-operative's aims and values	✓	
Customer focused	✓	
Neat and tidy appearance	✓	
To wear PPE	✓	
Pleasant, friendly and confident manner	✓	
Motivated and commitment to continuous improvement in the role	✓	
Able to work on own initiative and be a proactive team member	✓	
Commitment to meeting key targets and goals	✓	
Understanding of equality issues and commitment to meet the Co-operative's policy	✓	
Understanding of the need for confidentiality	✓	
Basic disclosure	✓	