Clare College

Person Specification

Job Title: Custodian

Essential skills and experience:

- Excellent customer care and communication skills
- Calm, welcoming and friendly disposition
- Ability to make quick decisions in difficult situations
- Flexible and keen to work as part of a small team
- Work well under pressure and be able to prioritise tasks
- Experience handling cash
- Enjoy people contact and helping to solve problems
- Computer literate with experience of Microsoft Office and Windows OS
- Pride in personal appearance and personal hygiene
- Physically fit

Desirable skills and experience

- Willingness to make a positive contribution to the life of the College