

## Part time Caretaker

Salary: G5

10 hours per week for 39 weeks per year plus possible additional hours

We are looking to appoint an enthusiastic and energetic Caretaker to join us from April 9<sup>th</sup> 2018. The successful candidate will be working a split shift of 7.00am - 7.30am and 5.30pm - 7.00pm Monday to Friday during 39 weeks of the year (term time). Your time will be spent opening and securing the school site and duties that include premises management, maintenance, security of the buildings and site, safe storage of cleaning materials, ensuring inside and outside environment are well maintained and meet Health and Safety requirements and minor repairs to the fabric of the building.

You will be a prime key holder and must live within 20 minutes of the school and be willing to cover school lettings and the occasional out of hours emergencies.

The successful candidate will:

- Be honest, reliable and hardworking
- Be able to work using their own initiative
- Have good DIY and premises skills and be able to carry out minor repairs and jobs competently
- Be committed to achieving high standards in their work
- Be willing to attend courses to develop their expertise
- Be flexible and cheerful and enjoy working with children, parents and staff.

We can offer you:

- A friendly, supportive and hard working staff team
- A warm and well maintained environment
- Ongoing support and guidance

Visits to the school are strongly recommended. This appointment is subject to a DBS check and satisfactory references. We are committed to safeguarding and promoting the welfare of children and young people. Please contact Tanya Davies- Senior Administrator on 01775 722889 for a job description and application details.

Closing date for applications is Midday on February 23<sup>rd</sup> 2018

Interviews Friday 2<sup>nd</sup> March 2018 Timings to be confirmed.