

# THE CANONS CE (VOLUNTARY AIDED) PRIMARY SCHOOL

NICHOLAS CHAMBERLAINE'S SCHOOL FOUNDATION



## The Role: Senior School Caretaker

**Hours:** Monday to Friday, 25 hrs total, negotiable (52 Week Contract).

**Grade E** Point Range 13 – 17

## Key Requirements

The Governors of The Canons CE Primary School are looking to appoint a well-motivated and skilled individual who can undertake the role of Senior Caretaker. The post involves organising, prioritising and ensuring the smooth running of site operations to include general site maintenance, health and safety issues, site security, janitorial duties, purchasing and general duties to ensuring the smooth running of the school on a day-to-day basis.

The successful candidate must have good communication skills but also be able to show initiative and work alone. They will also be responsible for supervising 1 other Caretaker and Senior Cleaner. We are seeking an individual with the ability to maintain the school buildings and site. A range of DIY skills would also be advantageous in this role. Some out of hours opening and closing will be required.

You will be an important part of the school team and must be able to relate well with students, staff and visitors.

Please note this post is an all year post and candidates will be expected to work during school holidays.

## Application Process

For further information, please see the Job Description which is attached. For any queries please contact Debbie Thomas School Business Manager. Visits to the school can be arranged via contacting the main office – *appointments only*. Telephone 02476 312220

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The successful applicant will be required to undertake an enhanced DBS check. Any offer of appointment will be subject to successful DBS clearance and 2 satisfactory references.