

School Caretaker – From September 2024

35 hours per week, Term Time only plus 3 weeks (during school holidays) = 41 working weeks.

The Head & Governors are seeking to appoint a Caretaker, who under the direction of the Headteacher and School Business Manager will assist in all aspects of premises management. All Saints CE Primary School & Nursery currently has 249 children on roll, including a 26 place Governor run Nursery.

The successful applicant will have a positive outlook, be a reliable, practical and cheerful, well-motivated person who will be able to deal with the varied nature of the role. They will need to be able to use their initiative, and be proactive to the needs of the school, have a good understanding of Health & Safety/COSHH Regulations (training will be provided), and be able to take on small projects as required. Other duties will include premises management, maintenance, security of the buildings and site, storage of cleaning materials, ensuring inside and outside environment are well maintained. An individual with multiple handy person skills would be an advantage.

Working Hours are a split shift, mornings are 7am – 9am, and afternoons are 1pm – 6pm. The successful applicant will need to have a degree of flexibility to accommodate unexpected repairs, maintenance jobs, and occasional letting of the premises etc.

We can offer you:

- The opportunity to work alongside a dedicated, friendly and committed team of staff
- Children who are enthusiastic, well behaved and eager to learn
- A supportive school community of staff, parents and Governors
- A commitment to your professional development
- Access to join the Local Authority Pension Scheme/
- Access to Welfare Assistant Programme
- On site parking

Our school is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The post is subject to an enhanced DBS check and online checks. Any offer of employment is subject to the receipt of 2 satisfactory references and a 6 month probationary period.

Visits are warmly welcomed and recommended. Please contact our school office to arrange a visit on Tel: 02476 382123

The closing date for applications is Friday 30th August 2024.

Interviews will take place the beginning of September, date to be confirmed.

Applications must be submitted on the Warwickshire County Council application form included in this advertisement. Forms should be submitted online, or emailed to admin3101@welearn365.com **We are unable to accept CV's.**