

Job Title	Caretaker/Handyperson
Contract type:	Fixed term to 22/07/22 initially
Start Date:	January 2022
Hours worked per week:	10:00 – 2:00 pm (20 hrs per week)
NJC	Role B, points 5-6 – £19,312 - £19,698 pro rata
Weeks paid	45.25
Actual Salary	£9,084 (20 hours)
Closing Date:	9am, Wednesday 8th December
Interview Date:	Tuesday 14th December

We reserve the right to interview and appoint before closing date. We encourage early applications.

We are looking for a cheerful, motivated individual with a 'can do' attitude to work alongside our experienced Site Manager to provide an efficient and proactive caretaking service for our growing school which was a new build in 2016.

The successful candidate will carry out a full range of duties to provide high standards of cleanliness and tidiness, general caretaking and security including; opening and closing the premises, basic maintenance/repairs and waste management.

The role will include health and safety checks of the premises and recording findings so attention to detail is important. The successful candidate will be expected to undertake relevant training. Previous experience of working as a caretaker in a school would be desirable.

You will:

- Be approachable and committed to providing a good standard of workmanship and service;
- Have relevant knowledge and skills;
- Have excellent interpersonal and communication skills, and like being around young children;
- Is able to work as directed and uses initiative when needed;
- Be part of a hardworking and dedicated team

We can offer:

- A vibrant, enthusiastic school on an exciting bilingual vision journey
- A friendly and supportive team

The governors of our school are committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment. The successful applicant will need to undertake an Enhanced Disclosure via the DBS.

Apply now!

- [Application Form Support Staff with Guidance Notes](#)
- [Role B Facilities Support Job Description](#)
- [Role B Facilities Support Person Spec](#)

Please note that we only accept electronic applications and do not accept CVs. Please email your completed application form to info@bilingualprimaryschool.org.uk

For further information, please call 01273 916212 or email us using the address above. Thank you.