



## **Urgently Needed for July 2021**

### **Caretaker to Churchstanton Primary School (Permanent)**

#### **To combine the following roles:**

- 7.5 hours per week Caretaking – unlocking the school and basic maintenance
- Additional hours to be negotiated as required as overtime for maintenance projects
- Possibility of combining with other cleaning duties (additional 15 hours per week)

#### **Working Hours: 7.30am – 9.00am - Monday to Friday (term time only)**

#### **Salary: £9.55 per hour (Grade 15 point 4)**

#### **The successful applicant will have:**

- Good practical DIY skills
- Be reliable, flexible and hard working
- Enjoy working in a school environment

#### **In return we can offer:**

- A unique and rural working environment.
- Friendly and supportive staff
- A supportive and committed Headteacher and Governing Body

Churchstanton Primary School is committed to safeguarding and promoting the welfare of all children; this commitment is reflected in our recruitment process. The successful candidate will be subject to enhanced DBS disclosure and disqualification by association and will require suitable professional references.

#### **Closing Date: 12pm on Friday 2nd July 2021**

Visits to the school are warmly welcomed and encouraged and will be COVID safe. Please call **Ms S. Coles** in the school office on 01823 601354 to pick up an application pack and to arrange a tour.

Please return completed application forms marked '**Private & Confidential**' to The Headteacher, **Mrs C. Halstead** by post or by email: [sch.105@educ.somerset.gov.uk](mailto:sch.105@educ.somerset.gov.uk)

## Person specification

<b>Professional Experience</b>	
Essential	Desirable
<ul style="list-style-type: none"> <li>• Has had responsibility for buildings / services / security etc</li> <li>• Understanding of Health &amp; Safety</li> <li>• Basic level of education</li> </ul>	<ul style="list-style-type: none"> <li>• Willingness to lock and unlock school for lets.</li> <li>• Has school experience</li> <li>• Trade Skills such as Painting / Decorating or Carpentry</li> <li>• Supervision of others</li> </ul>
<b>Qualifications</b>	
Essential	Desirable
Basic level of literacy and numeracy	COSHH Trained
<b>Personal Qualities</b>	
Essential	Desirable
<ul style="list-style-type: none"> <li>• Honesty</li> <li>• Reliability</li> <li>• Flexible attitude</li> <li>• A personable disposition to suit school environment (gets on with children / others etc)</li> <li>• Ability to communicate verbally &amp; written</li> <li>• Physically Fit</li> <li>• Contribute positively to the ethos of the school.</li> </ul>	
<b>Other</b>	
Essential	Desirable
<ul style="list-style-type: none"> <li>• Police cleared or willingness to undertake clearance</li> <li>• Medical fitness to work</li> </ul>	