

# ST. BARTHOLOMEW'S SCHOOL

CARETAKER (SITE SUPERVISOR)

Part-time, flexible hours during evenings and weekends are available

Permanent, required as soon as possible

**Andover Road**

**Newbury RG14 6JP**

**Tel: 01635 521255**

**Fax: 01635 576320**

E-mail: recruitment@stbarts.co.uk

[**www.stbarts.co.uk**](http://www.stbarts.co.uk)

**THE POST**

Become a member of our Facilities team, assisting in the day to day smooth running of the School working environment. You will be involved in a wide range of activities which ensure the School is a safe environment for our School community.

We are looking for a flexible team member who is helpful, well organised and able to work on their own with minimal supervision.

**SALARY AND CONDITIONS**

* Salary is based on scale APT&C point 14 – 17 (currently £16,781 - £17,772 gross per annum, pro rata). Starting salary will be based on SCP14 £16,781 gross per annum. This equates to £8.70 per hour.
* The position is permanent, 52 weeks per year.
* Part-time, flexible hours during the evenings and weekends are available to oversee the Schools lettings.

Hours of work will be agreed in advance with the Facilities Manager, based on the lettings planned in the school buildings. On an odd occasion you may be required to work longer. If you work 5 hours or more you will be entitled to a 30 minute break (unpaid) during the working day.

* You will be entitled to 24 days annual leave plus 8 days bank holidays (pro rata), to be taken in agreement with the Facilities Manager.

**HOW TO APPLY**

Full post details, an application form and instructions on how to upload your completed application are available via the Contact & Apply / Job Opportunities section on the School’s website:

[**www.stbarts.co.uk**](http://www.stbarts.co.uk)

 (Please note that curriculum vitae and covering letters cannot be accepted)

Successful candidates will be subject to a DBS enhanced check along with other relevant employment checks.

**Closing date for applications: Sunday 21 May 2017**

Thank you for considering St Bartholomew’s School.

Julia Mortimore

Headteacher