



# Midsomer Norton Schools Partnership

Immediate start required

## **Purchase Ledger Clerk**

**25 hours per week**

**Grade O: actual salary £11,372 p/a**

**Term Time only including all Inset days and 2 weeks during school closure period**

Midsomer Norton Schools' Partnership is a Multi-Academy Trust of twelve schools, 9 primary and 3 secondary. The vision of the Trust is to provide high quality education for all the children in our community.

We have a current vacancy for an experienced purchase ledger clerk to join our central finance team. This role is currently based at Norton Hill School but will involve working with all the schools in the Trust. Having recently moved to PS Financials software, previous experience of this system would be advantageous although full training will be provided.

We would like to hear from you if you believe you can make a positive contribution to the MNSP.

For further details or to apply please visit our vacancies page at  
<http://midsomernortonschoolspartnership.com/vacancies.htm>

Closing date: **Monday 17<sup>th</sup> September 2018 (midday)**

Interviews will be held w/c **24<sup>th</sup> September 2018**

*Midsomer Norton Schools Partnership is committed to safeguarding and promoting the welfare of children. The successful applicants will need to undertake an enhanced disclosure via the Disclosure and Barring Service.*

[www.midsomernortonschoolspartnership.com](http://www.midsomernortonschoolspartnership.com)

Executive Headteacher/CEO: Alun Williams

Registered Address: Norton Hill School, Charlton Road, Midsomer Norton, BA3 4AD

Company No: 7365778