

Our Ref: SRO/VKE

July 2017

Dear Applicant

**Vacancy for Head of Service – Finance**

Thank you for showing an interest in the above position at the United Endeavour Trust.

All schools are busy places and the Academies within our Trust are no exception. Our Head of Service – Finance is a key member of the leadership of the Trust. You will be asked to work to deadlines and to make decisions quickly or in consultation with other staff. In return, you will get plenty of support. You will find the United Endeavour Trust a very friendly and welcoming place to work. We all work hard but this doesn’t stop us enjoying what we do. Having a sense of humour is an important requirement for anyone working with children and here at the United Endeavour Trust we use this to keep our sense of perspective.

Our finance team currently operates from our Head Office at the Trust Centre based within Newcastle Academy but candidates may be required to visit academies within the trust. A full driving licence and access to a vehicle will therefore be desirable.

If you are interested in working with us, please complete an application form and return it by the closing date, via email to vacancies@uetrust.org, or by post to:

HR Dept., United Endeavour Trust, Ostend Place, Newcastle, Staffs. ST5 2QY.

We look forward to receiving your application.

Yours sincerely

Sarah Rowell

Head of HR

United Endeavour Trust

**Mrs W M Whelan,** **Chief Executive Officer** MA Ed, NPQH, B Ed (Hons), PGCE, ACE

**United Endeavour Trust,** Ostend Place, Newcastle under Lyme, Staffordshire. ST5 2QY

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