



June 2023

Dear Candidate

Thank you for expressing an interest in the post of **Facilities Manager**. It gives me pleasure to provide details of an exciting post in a school that prides itself on delivering a rich range of opportunities for its students.

This is an opportunity to join a harmonious, forward thinking school with high expectations of its young people. Our values and World Ready Career Ready ethos are designed to challenge all of our young people to achieve excellence and to develop the knowledge, skills and character to succeed.

We have created an innovative, enjoyable and highly professional environment for students and staff and the school is making a real difference to the lives of our students. I am proud of the progress we have made as standards of achievement have continued to rise and am confident that we have appropriate strategies in place for further and sustained improvement.

Our facilities offer the opportunity to work in a pleasant, highly professional environment with state-of-the-art resources. These support the delivery of an exciting and dynamic curriculum across the key stages. The diversity of the school community ensures that Bow is a vibrant and interesting place to work. We provide excellent support systems and structures for all staff and are committed to the professional development of all staff. The successful candidate will be entitled to a full training programme in line with school improvement priorities and personal appraisal targets.

**As an employer we are committed to safeguarding and promoting the welfare of children. Enhanced DBS clearance is a statutory requirement for all positions.**

The post requires an experienced colleague with a proven track record of facilities management. The successful candidate will have excellent literacy, numeracy and IT skills; an understanding of organisational effectiveness; building and site maintenance; health, safety and security and leading and managing people effectively.

Applicants should complete an application form (CVs are not acceptable), and write a concise statement of no more than two sides of A4, outlining how their achievements and experiences make them a suitable candidate for this post. The form and statement should be emailed to [hr@bow-school.org.uk](mailto:hr@bow-school.org.uk) to arrive no later than **5.00pm on Monday 10<sup>th</sup> July 2023**.

May I wish you every success in your application.

A handwritten signature in black ink, appearing to read "D Lye".

Danny Lye  
Headteacher