



NOTRE DAME HIGH SCHOOL
11-18 Mixed Catholic Comprehensive School
FULWOOD ROAD, SHEFFIELD, S10 3BT
Tel: 0114 2302536

We are looking to appoint to the following post:

Assistant Premises Manager (permanent)

37 hours per week / Full Year.

£26,845 to £29,439 p.a. (starting salary: £26,845 p.a. pay award pending)

We are looking for an outstanding candidate to join our Premises Team to support with the day-to-day operations of our school site, working in a mostly maintenance capacity, ideally utilising a proven trade skill or have equivalent experience.

What we are looking for:

- Experience in a similar role utilising a trade skill or with equivalent experience
- Excellent knowledge and understanding of health and safety
- Sound understanding of how schools or similar environments operate
- Knowledge of premises statutory compliance requirements and best practice

Notre Dame is a Catholic school with a strong ethos at its heart. All staff are expected to uphold and contribute to the ethos of the school, which is what makes it a special place to work.

We are particularly keen to reflect the diverse nature of our student community in our staff; we welcome applications from all qualified applicants and strongly believe that diversity in all its forms delivers greater impact to our whole school community.

For further details and an application pack please visit our website: www.notredame-high.co.uk or telephone the school. Please return your application form and Consent to Obtain References form to recruitment@notredame-high.co.uk

Closing date for receipt of completed applications: 12 noon on Friday 20th October 2023

Interview Date: To be confirmed

Notre Dame High School is committed to safeguarding and promoting the welfare of children & young people and expects all staff to share this commitment. The successful applicant will be required to complete an Enhanced DBS Disclosure. In addition, this post is exempt from the Rehabilitation of Offenders Act and a self-disclosure is required for applicants shortlisted for interview.