**SITE OFFICER**

**37 hours per week - Full Time**

**Grade D : SCP 6 – 11**

**£19,171 - £21,166 per annum**

Rivington & Blackrod High School wish to appoint a Site Officer to join our team.

We are seeking a conscientious and energetic person with a wide range of practical skills. You will be part of a small friendly team responsible for the school premises and grounds including security, health and safety, maintenance, grounds and porterage.

The day to day role is extremely varied and you will need to be able to adapt and prioritise jobs as they occur.

A trade such as joinery or painting would be desirable, however this is not essential.

The role will operate over a number of shift patterns, mainly between 6.30am and 8pm at night. However there will be a requirement to work later on School Event evenings.

Applicants will need to be flexible, punctual, reliable, well organised and able to deal with students, visitors and contractors in a calm and professional manner. You must be able to use your own initiative as well as working as part of a team.

If you wish to apply please visit our website [www.rbhs.co.uk](http://www.rbhs.co.uk) for general information and submit your application to: recruitment@rbhs.co.uk

**Closing date for applications is: 12 noon Monday 24th February 2020.**

Rivington & Blackrod High School is committed to safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed.  This post is subject to an enhanced disclosure from the Disclosure and Barring Service (DBS).

The school is committed to safeguarding and promoting the welfare of children and young people and it expects staff and volunteers to share this commitment.