

# Facilities Manager

To start as soon as possible

Full time, 37 hours per week, all year round

Core working hours 8.00am – 4.00pm in school with 30-minute daily break (flexibility will be necessary)

25 days holiday a year increasing to 30 days after 5 years' service

Salary range: £37,035 - £42,708 per annum

This is a fantastic opportunity to join a successful team and help to shape the further development of our school. You will be responsible to and work closely with our Operations Director for duties relating to the security, management, development and monitoring of our school site. We are looking for someone who has succeeded in a similar role, who is a meticulous, resilient and forward-thinking manager, who can lead and line manage our fantastic site team, consisting of a site manager, two caretakers and a medical officer.

You will support our students by ensuring site safety and efficiency at all times, to ensure our site is maintained and developed to the highest possible standard. You will ensure contractors deliver to the expected standards. You will liaise effectively with our school lettings provider to ensure they continue to impact positively on the presentation, assets and security of our school. You will ensure all facilities and health and safety documents and policies are updated and be responsible for planning, coordinating and implementing inspections, maintenance, statutory compliance and repairs to the school buildings and grounds, leading on health and safety with the Operations Director. This role requires you to be articulate and able to deal sensitively with a variety of situations with staff, pupils, parents and a variety of contractors. The ability to have excellent communication skills, attention to detail and be clear and assertive whilst remaining calm, composed, tactful and flexible is essential.

You will be joining us at a very exciting time. Our sixth form has recently opened. This brings with it numerous opportunities for continued development. The successful candidate will have access to a range of CPD opportunities and qualifications.

In return for everything you can bring, we can offer you:

- The opportunity to be part of our supportive and inclusive Light Hall family;
- Opportunities for further development in your role and progression;
- Induction, training and ongoing CPD opportunities to further support your development;
- A range of staff benefits including local government pension with generous employer contribution;
- Free employee wellbeing services such as free physiotherapy and chiropractor sessions, GP consultations for staff and their children 24 hours a day, 7 days a week worldwide and flu jabs.

You can find out more about this role by:

- visiting our school website [www.lighthall.co.uk](http://www.lighthall.co.uk) to download a candidate pack and application form.
- visiting the school – to arrange a visit, please contact Anna Williams, HR, Cover and Office Manager on 0121 746 5060 or email [HR@lighthall.co.uk](mailto:HR@lighthall.co.uk)

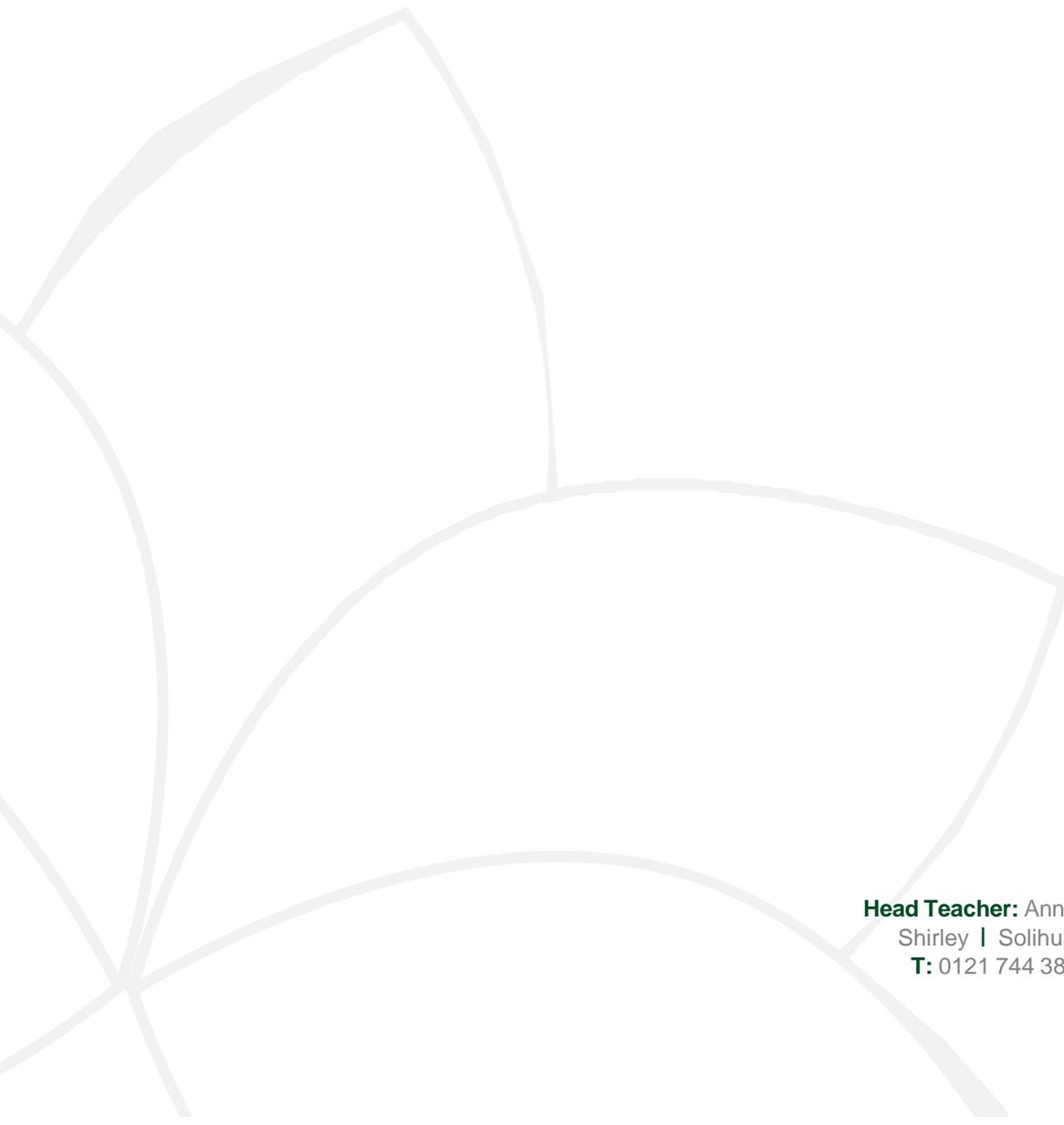
To apply please email your completed application form and application letter to [hr@lighthall.co.uk](mailto:hr@lighthall.co.uk)

**Closing date:** **9.00am on Monday 27 January 2025.** We reserve the right to close this advert earlier if we receive sufficient applications for the role. Therefore, please submit your application as early as possible).

We look forward to hearing from you.

**Head Teacher:** Annette Kimblin Hathaway Road |  
Shirley | Solihull | West Midlands | B90 2PZ  
**T:** 0121 744 3835 | **E:** [office@lighthall.co.uk](mailto:office@lighthall.co.uk)  
[www.lighthall.co.uk](http://www.lighthall.co.uk)

***Light Hall School is committed to safeguarding the welfare of all children and young people and expects its staff to share this commitment. An enhanced DBS check is required for all successful candidates.***



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