



# Haberdashers' Crayford Academy

## Apply to be our Facilities Manager

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|-------------------------|--------------------------------------|
| <b>Job Title:</b>       | Facilities Manager                   |
| <b>Contract type:</b>   | Permanent                            |
| <b>Salary:</b>          | Band 7, £34,969 - £37,756            |
| <b>School/ Service:</b> | Haberdashers' Crayford Academy       |
| <b>Location:</b>        | Iron Mill Lane, Crayford DA1 4RS     |
| <b>Hours per week:</b>  | 35 hours per week, 52 weeks per year |
| <b>Accountable to:</b>  | Business Manager                     |



Crayford Academy are looking to appoint a Facilities Manager who will lead a team responsible for the day-to-day arrangements for maintenance and upkeep; health & safety; compliance; utilities provision; general facilities operation; and cleaning to ensure a safe, clean, and secure environment for learning at the school site.

You will need to be willing to train to gain knowledge of regulatory bodies and compliance for planned maintenance/health and safety (including the writing of risk assessments). You should be a confident and effective communicator (both written and verbal) at all levels to facilitate discussions with staff, students, and contractors. Ideally you will be confident in using IT.

The role is 35 hours per week, 52 weeks per year. You may be required to work one in three weekends which will be paid as overtime. 50% of the role will be administration and management with the other 50% being hands-on maintenance and setup

At Crayford Academy, we can offer you an enhanced salary package, which is not only higher than the national average but also exceeds that of other Bexley schools, making us a financially rewarding place to work.

Haberdashers' Academies Trust South is a multi-academy trust with five primary and four secondary schools in and around south-east London. These are currently organised as four 'clusters', Crayford Academy is part of the Bexley cluster which provides schooling for children aged 3-18 with over 1600 children in three schools: Crayford Academy (secondary), Crayford Primary and Slade Green Primary.

If this role sounds like it's for you, we'd love to hear from you. Full job details and application form available at [www.habstrustsouth.org.uk/vacancies/](http://www.habstrustsouth.org.uk/vacancies/)

*We are committed to safeguarding and promoting the welfare of children and young people, and we expect all staff and volunteers to share in this commitment. This post falls within the scope of regulated activity. Appointment is subject to an enhanced DBS with list checks (and other relevant checks). It is an offence to apply for the role if you are barred from engaging in regulated activity with children.*

### Facilities Manager Haberdashers' Crayford Academy

**Closing date:**  
28 August 2024, 12pm

**Interview date:**  
4 September 2024

**How to apply:**  
Download the full job pack on our website and submit your application form to [crayfordhr@habstrustsouth.org.uk](mailto:crayfordhr@habstrustsouth.org.uk) by the deadline

Join Haberdashers' Academies Trust South and belong to something more:

- An extensive support network, opening doors to countless growth opportunities.
- An established name, which you can be proud to work for
- An unrivalled legacy, born out of a vision to reach young people through education.



**Haberdashers'**  
Academies Trust  
South

Together, stronger

[www.habstrustsouth.org.uk/careers](http://www.habstrustsouth.org.uk/careers)