



Vacancy for Office Manager

HOW TO APPLY

The Application Pack contains:

Covering Letter
How to Apply
Job Description
Person Specification
Application Form
Lambeth Booklet for Schools
Code of Conduct and Other information

If after reading the information supplied you would like to apply for this post, please return your completed application form to :

**Ms Gwen Daniels
PA to the Headteacher
The Elmgreen School
Elmcourt Road
London
SE27 9BZ**

or

By uploading your application as instructed on the website

or

by e-mail recruitment@the-elmgreen-school.org.uk

Closing date for applications: Midday, Wednesday 22 January 2020

We look forward to receiving your application