advert

St Columba's Catholic Boys' School

Site Assistant

Job Title:	Site Assistant
Contract Length:	Permanent
Salary Range:	Bexley Grade 3, SCP 1-4 £28,221 (FTE) Actual pay: £19,598
Hours of work:	25 hours per week, 52 weeks per year
Accountable to:	Site & Compliance Manager

St Columba's Catholic Boys' School is looking to appoint a Site Assistant.

The core purposes of the role is to be a vital part of the Site Team, facilitating and supporting teaching and learning in the school.

The postholder will work for the Site & Compliance Manager, assisting with all day to day tasks and responsibilities relating to facilities needs across the school. This will involve tasks such as room set ups, portering, security, health & safety, litter picking and cleaning, repairs and more (see Job Description for details).

We hope to attract someone who possess specific skills, such as plumbing, maintenance, repairs, and who are keen to take responsibility. This role involves being "on your feet" for the majority of the day. No day is the same at St Columba's and you will enjoy a role with a variety of tasks. **Note: there is an opportunity for the right candidate to take on an extra 12 ½ hours per week as a cleaner – to be discussed at interview.**

The school's ethos and vision is that every member of our school community is a unique and special creation of God. The school is proud to be part of the St Oscar Romero Catholic Academy Trust, whose vision is to provide schools where all children will be empowered to become agents of change and apostles of hope.

St Columba's is committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment. Offers of employment are subject to a satisfactory enhanced DBS disclosure and other employment checks. The school is committed to equality and diversity in employment practice and service delivery.

The successful candidate will be required to complete the CES Application Form (support) via the website and should submit this to kwe@st-columbas.co.uk

Should you wish to have an informal discussion about the role, please contact our Site & Compliance Manager, Dean Allen, via email dan@st-columbas.co.uk or on 01322 553236.

Closing date:
Monday 6 July @ 12:00 noon

Interview date:
TBC

Start date:
ASAP