

# ROWNHAMS ST. JOHN'S PRIMARY SCHOOL

## PRIMARY SCHOOL CARETAKER



**Closing date:** 24/06/2019 at 12:00

**Interview date:** 28/06/2019

**Job Start Date:** June 2019

**Contract/Hours:** Permanent, Part-time

**Salary Type:** Support Staff

**Salary Details:** Grade C £18,426 - £19,407 pro rata (Actual £14,939 - £15,735)

**Hours of Work:** 30 hours per week, 52 weeks per year – split shift – currently 6.30am – 9.30am and 3.00pm – 6.00pm (timings can be negotiable)

**Location of Role:** Rownhams St. John's Primary School

**Contact e-mail address:** [f.hoggarth@rownhams.hants.sch.uk](mailto:f.hoggarth@rownhams.hants.sch.uk)

We are seeking to appoint a Caretaker to take care of our school site to help keep it clean, healthy and safe. The person appointed will work with our in-house cleaners and be responsible for minor maintenance issues, grounds maintenance and for the safety/security of our school. We need a reliable, organised, flexible and efficient person to join our team. The successful candidate should enjoy working in a child friendly environment, have a good sense of humour, be pro-active and take a pride in the school and grounds.

The successful candidate will:

- Be able to effectively manage the school site, buildings and grounds
- Be the principal key holder, responsible for access to, and security of, the school site including emergency and out of hours call-outs as required
- Carry out all health and safety checks/procedures and maintain accurate ongoing records
- Take pride in helping to maintain and develop our buildings and grounds
- Have good DIY skills, undertake a range of repairs, maintenance and decorating
- Work effectively as part of a highly successful school team

Experience is desirable, but training and an induction programme can be provided. Visits to the school are warmly welcomed.

Please contact the School Office (023 80736417) or via email [f.hoggarth@rownhams.hants.sch.uk](mailto:f.hoggarth@rownhams.hants.sch.uk) for further details or an application pack.