

**Haslington Primary Academy and Nursery**

**Caretaker**

**37.5 hours per week Monday to Friday**

**7:15am-1:15pm and 4:30pm-6:00pm**

**52 weeks per year with with 26 days (plus Bank Holidays) holiday to be taken in the school holidays.**

**Grade 3- £22,737.00 per annum**

**Permanent subject to a 24-week probation period**

Haslington Primary Academy and Nursery are looking to appoint a hardworking, enthusiastic and self-motivated caretaker to join their Site Team in January 2025.

This is an exciting opportunity to join an established Site Team, supporting the school and community.  Previous experience of a similar position would be desirable but not essential as training will be given.

The duties will include: -

* all aspects of site security;
* being a registered key holder including opening and closing the site at the beginning and end of the day;
* general site maintenance;
* receiving deliveries;
* maintaining supplies;
* undertaking minor repairs;
* legionella testing;
* porterage duties (including the moving of heavy furniture)

Please refer to the job description and person specification for more information on the role and responsibilities.

The successful applicant must: -

* be conscientious and trustworthy;
* have the ability to work independently but also as part of a team;
* have the ability to act on their own initiative;
* have a good sense of humour and a hardworking ethos;
* demonstrate a commitment to safeguarding children and maintaining confidentiality at all times;

In return we can offer: -

* A very supportive, caring team;
* A happy school community where respect and wellbeing are at the heart of everything we do;
* Talented Governors and Trustees, who know the school well and are fully supportive of work life balance;
* Access to a comprehensive Employee Assistance Programme (counselling services, GP anytime, musculoskeletal services);
* Eye care vouchers;
* Discounted gym membership;
* Free annual flu jab.

Our school is committed to safeguarding and promoting the welfare of children and requires all staff and volunteers to share this commitment. References will be taken up for all shortlisted candidates prior to the interview. The successful applicant will be required to undergo an enhanced DBS Disclosure.

Applicants are most welcome to come and visit our school. To make an appointment, please e-mail [hr@haslington.cheshire.sch.uk](mailto:hr@haslington.cheshire.sch.uk).

For more information including an application form, person specification and job description please go to – https://www.haslington.cheshire.sch.uk/school-office/staff-vacancies/

Applications to be sent to: [hr@haslington.cheshire.sch.uk](mailto:hr@haslington.cheshire.sch.uk).

Applications close on: Friday 29th November at 5:00pm