**Caretaker**

**Job details:**

Salary: Scale 4 £20,667 – £22,425

Hours: 35 hours per week, between 10am and 6pm Monday to Friday

Closing date: 12 noon Friday 13th December 2019

Interviews: Wednesday 18th December 2019

We are privileged to be building a school at the heart of the Gascoigne community. Greatfields opened in September 2016 and will grow to become a 10 form entry school with 1800 pupils, including sixth form. We moved into the first phase of our purpose-built new accommodation in January 2018 and will be opening our new Art and Science block in September 2019.

We are looking to appoint a highly motivated, responsible person to work within the premises team. The successful candidate will ensure that the premises and grounds are kept safe, warm, cleaned, properly maintained and will be responsible for the security of the site acting as a registered key holder. You will need exceptional interpersonal skills and be able to deal tactfully and positively with students, staff and members of the public. The ability to follow clear instructions is essential, as is the ability to coordinate contractors under the guidance of the Senior Caretaker. There will be the requirement for occasional overtime and earlier shifts including attending emergency call-outs.

Please read the job description and person specification on the school website and email your completed application form to vacancies@greatfieldsschool.com before 12noon on Wednesday 28th November 2018 if you would like to apply for this role. Please feel free to contact the school if you would like more information or to visit the school and discuss the role in more detail before applying.

vacancies@greatfieldsschool.com

[www.greatfieldsschool.com](http://www.greatfieldsschool.com)

*The school is committed to safeguarding and protecting the welfare of children and as such all appointments are subject to an enhanced DBS (CRB) check. Appointments are also subject to satisfactory references/medical clearance.*

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