

**Budbrooke Primary School
Caretaker
30 hours a week for 52 weeks of the year
Annual Salary £15,615.00**

**Monday to Friday
Mornings 7.15 to 9.15 and Evening 3.30 to 6.30**

Budbrooke Primary School are looking for a Caretaker to assist in insuring that the school premises are fit-for-purpose. The Caretaker will be have a range of responsibilities including opening and closing the premises, key holder services, attend to minor repairs/maintenance, topping up consumables and litter picking. We are seeking a hardworking and committed individual who will be a key part of the schools team.

We are seeking someone with a meticulous eye for detail and a tenacious approach with a background in maintenance, health and safety or facilities management would be an advantage but not essential.

Key Requirements

The successful candidate will:

- Be conscientious and hardworking
- Be punctual and reliable
- Have proven DIY skills
- Be able to carry out basic maintenance
- Take pride in maintaining high standards of cleanliness across the whole site
- Be responsible for the day to day security of the site
- Ensure that health and safety regulations are adhered to.
- Have excellent communication skills.

For an informal discussion or request an application pack please contact Mrs N Orton, Office Manager on 01926 858226 or email: orton.n@welearn365.com.

Budbrooke Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The successful candidate will be subject to an enhanced DBS disclosure and training.

To request an application pack, please contact Mrs N Orton,

01926 492045 or email orton.n@welearn365.com

Completed applications to be sent to orton.n@welearn365.com

Closing date for applications: Friday 17th September at 9am.
Interviews will take place week commencing Monday 20th September 2021

Starting date is as soon as possible.

Community Academies Trust is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced DBS checks and a willingness to demonstrate commitment to the standards which flows from Community Academies Trust vision and values.

The role is covered by part 7 of the Immigration Act 2016 and therefore the ability to speak fluent spoken English is an essential requirement for this role.

Community Academies Trust supports Equal Opportunities Employment.

Community Academies Trust Company Registration No. 0747273-6