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**Site Supervisor**

**Type of vacancy**: Permanent

**Work pattern**: 37 hour week, Monday to Friday, split shift working pattern

 (some holidays to be taken in school holidays)

**Starting salary between:** £19698 to £21748 FTE depending on experience

**Location**: Our Lady of Mount Carmel Catholic Primary School, Doncaster

**Grade: 6**

The governors are seeking to appoint an outstanding Site Supervisor as soon as possible.

The governors are looking for a willing, responsible person who would like to be part of a hard-working, appreciative and supportive team. They will be able to work cooperatively with all members of the school community but also have the skills and knowledge independently to maintain the existing high standards of cleanliness and maintenance throughout the site.

They will be responsible for the administration of matters relating to the site and buildings.

Experience as a site manager is not essential, as training will be given. It is highly desirable that the successful candidate possesses skills in DIY, dealing with cleaners and contractors, and be able to operate and manage the site security system.

It is extremely desirable that a Covid secure visit is made to the school. Contact the school on 01302 349743 to arrange a time. Please see the school website for the application form or contact school at admin@olmcprimary.co.uk or call 01302 349743.

**Closing date: Monday 29th March 2021 1pm**

**Short listing: Tuesday 30th March 2021 1pm**

**Interview date: Tuesday 20th April 2021**

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.  The post is subject to an enhanced DBS check, Health Check, and receipt of Suitable References.