



St. Mary and St. Giles Church of England School



School Site Manager

37 hours per week, 52 weeks per year
£ 21,589.00 full time equivalent

The Governing Body is seeking to appoint a well organised and dedicated Site Manager to ensure the effective and efficient site management across St Mary and St Giles School. The school has two sites (North site based in Stony Stratford and South Site based in Galley Hill). We are in a period of extension with additional classes being built at our North site with completion date for September 2019.

A major part of this role is to provide a clean, healthy and safe environment for the children, staff, parents and visitors and to be responsible for the security, cleanliness and general maintenance of the school buildings. The post requires regular physical effort such as bending and stretching, pulling or pushing and operating cleaning equipment with occasions of more intense effort such as moving furniture.

The successful candidate will need to have a wide variety of practical skills, including general maintenance and good awareness of health and safety standards and procedures.

Experience of working in an educational setting and knowledge of electrical safety, hazard management, risk assessment, asbestos management and COSHH would be beneficial but are not essential as training will be given.

The role will involve management of the facilities team so previous experience is desirable but are not essential as training will be given.

As a Church of England School our Christian vision is at the core of everything we do, underpinning our teaching and learning, and providing an environment in which everyone, children and adults, can be their best and do their best. Everyone, of any faith or none, is welcome to St Mary and St Giles, we expect all members of staff to work collaboratively within our vision.

If you are dynamic, hardworking and driven to secure the best possible life chances for our children, then we want to hear from you!

Visits are both welcome and encouraged. For an application pack or to arrange an informal visit please contact St Mary and St Giles School on 01908 562186 or email office@smsg.uk.com

Closing date: Midday, Tuesday 26th February 2019
Interviews: Thursday 28th February 2019

St Mary and St Giles School is fully committed to safer recruitment practice. Pre-employment checks will always be undertaken before any appointment is confirmed.

All prospective employees are subject to an enhanced DBS check and any offer of employment is subject to these. St Mary and St Giles School is an equal opportunities employer.