**Vacancy Details**

**Caretaker/Handyperson**

**St William of Perth Catholic Primary School**

Employer: St William of Perth

Salary: Grade: D2 £19,264 – £22,129 pro rata per annum.

Location: Canon Close, Rochester ME1 3EN

Contract: Permanent

Working Pattern: Part Time

Hours: 20 hours a week during term time plus one week

DBS Check: Enhanced

**Closing Date: 7th October 2022 at 12:00 pm**

**Advert**

St William of Perth Catholic Primary School is located in the heart of Rochester with 210 children on roll, aged 4 - 11 years. In May 2018 we were judged Good by OFSTED. We are seeking to appoint a new caretaker/Handyman to look after our wonderful school, starting from 3rd January 2023.

The successful candidate will:

* Work under the direction and guidance of the School Business Manager
* Be responsible for the opening up and locking up of the building/gates
* Be responsible for the maintenance and security of school premises
* Provide high standards of cleanliness around the school building and external areas.
* Be physically fit and able to undertake lifting/carrying up to 30kg approx.
* Liaise with the cleaning contractors
* Carry out and register weekly / monthly compliance checks
* Have good understanding of health and safety requirements.
* Need to be hardworking, reliable, flexible and be able to work independently and as part of a team.

The hours required to work will be 7.00am – 9.00 am and 4.00 pm – 6.00pm Monday to Friday. Holiday hours will be as required to cover maintenance works and deep cleaning of the school.

Although previous experience of working in a school would be advantageous, it is not essential.

If you would like to see our fantastic school in action, or find out more information about the role, please feel free to contact the school office on 01634 404267 and ask to speak with Mrs Claire Eastwood.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff, governors and volunteers to share this commitment. We follow safer recruitment practice and an appointment is subject to an enhanced DBS / Barred list check and references.