

Great Chart Primary School, Ashford

“A great place to discover and learn”

ASSISTANT SITE/PREMISES MANAGER

**Permanent contract for 37 hours per week to start July 2025
(exact working hours will be further discussed at interview)**

- **Opportunities for further progression**
- **Welcome to come and view the school**

Paid on Kent Scheme Pay B £25,126 per annum

Come and join our team. We offer lots of opportunity to develop and enhance your skills through training and working within our very professional staff team. We have a strong commitment to professional development and support. Our school is rated Outstanding by Ofsted and we have a commitment to school improvement. The staff at Great Chart work as a team, supporting each other. There are excellent facilities and a very friendly atmosphere. .

Do you have skills/qualifications in some of these trades:- plumbing, carpentry, decorating, joinery, technology, grounds maintenance? Are you someone who would take pride in contributing to the improvement of our lovely school building and grounds?

We are looking for someone who, as well as having trades experience, can

- Undertake general caretaking, cleaning and portering duties.
- Be responsible for security and general maintenance needs of the premises.
- Work under the site manager but contribute ideas for improvement to school grounds and buildings.
- Take advantage of training on offer to further develop skills to enable school to achieve best value.

I hope that you will consider joining us. The staff at Great Chart work as a team, supporting each other.

The school web site www.great-chart.kent.sch.uk has links to the latest Ofsted Report and other information about the school.

Our school and all its personnel are committed to safeguarding and promoting the welfare of the children and expects all staff and volunteers to share this commitment and to share the vision and values of the school. This post is subject to an Enhanced Disclosure Application to the Disclosure and Barring Service, proof of identity will be required, clearance by Occupational Health of fitness to work and current and previous employers will be contacted for all applicants prior to short listing and interviews. For shortlisted candidates we will carry out online checks prior to interview.

Contact Information

Mrs Lucia Page, School Business Manager, Great Chart Primary School, Hoxton Close, Singleton, Ashford, Kent TN23 5LB e-mail: luciapage@great-chart.kent.sch.uk Telephone: (01233) 620040. Further details and application forms can be posted or emailed or you can apply via KCC Website – www.kent-teach.com

**Closing date Friday 30th May
Interviews Wednesday 4th June**