



St. Paul's R. C. Primary School

Wolviston Mill Lane, Billingham, TS22 5LU

Telephone 01642 360022

Fax 01642 651611

Headteacher: Mrs. S. Sinclair

Email. stpaulsrc.school@stockton.gov.uk Website. www.stpaulsrc.org.uk



Caretaker – Level 2

Location

St Paul's RC Primary School part of the St Thomas of Canterbury Catholic Multi Academy Trust

Salary

£6639.71

Benefits & Grade

Grade E (SP14 – 16)

Contract Details

Closing Date – Friday 14th December 2018

Interview Date – Wednesday 19th December 2018

Contract Hours

15 hours per week (Split shift 7.00 – 8.30 a.m. 4.30 – 6.00 p.m.)

Term Time Only (Plus 20 Days during holidays)

Disclosure

The Academy is committed to safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to an enhanced DBS check.

Job Description

The Governors of St Paul's Primary School are looking to appoint a caretaker (semi-skilled).

Duties will include:

- Overseeing general maintenance and repairs
- Opening and closing the school each day and also for external letting agents
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We are looking for someone with:

- Enthusiasm for maintaining our school environment to a high standard to support children's learning
- A firm understanding of, and compliance with, safeguarding and health & safety requirements
- An ability to work effectively as part of a team that looks after the safety and welfare of the site
- An ability to work from their own initiative in recognising jobs that require attention and prioritise their daily workload
- COSHH awareness – training can be provided
- Physical fitness to undertake some heavy lifting, moving and handling including general portage
- An understanding of the responsibility around the security of the school site
- DIY skills comparable to a semi-skilled craftsman
- A willingness to participate in training and development

More Information Obtainable

Application forms and further information are available from and should be returned to Neil Blenkinsopp, Business & Finance Manager. Please telephone 01642 360022 or e-mail stpauls@sbcschools.org.uk

St. Thomas of Canterbury Catholic Multi Academy Trust

Registered Address: St. Paul's R. C. Primary School, Wolviston Mill Lane, Billingham, TS22 5LU

Registered Number: 10034058