

# Moordown St John's CE Primary School

<b>Vacancy</b>	Site Manager	
<b>Salary</b>	Grade 6, points 16 - 22. Starting rate of pay £12.11 per hour	
<b>Type of Contract</b>	Permanent	25 hours per week / 52.14 weeks
<p>Moordown St. John's is a dynamic, forward thinking and creative Church school in Bournemouth. We are an Academy and part of the Bournemouth Septenary Trust. Our Directors are seeking to appoint a Site Manager to:</p> <ul style="list-style-type: none"> <li>* Be responsible for the day-to-day operational management, safety and security of the school site (alongside the Finance Manager and Headteacher).</li> <li>* Be responsible for ensuring that the school is well-maintained, safe and secure for all users (alongside the Finance Manager and Headteacher).</li> <li>* Work, as required, with the Finance Manager, to assist with the school's Premises/Letting procedures.</li> </ul> <p>The successful applicant will be an important and valued member of the school's support staff, helping to ensure its smooth and efficient functioning. A commitment to our Christian and rights respecting ethos is essential.</p> <p>Closing date: Wednesday 2 October 2019                      Interview date: Thursday 10 October 2019</p> <p>Application packs are available for collection from the School Office or may be downloaded from our website. Alternatively please send a large stamped addressed envelope (with large letter stamp attached) to the school address below.</p> <p>Our school is committed to safeguarding, preventing radicalisation and promoting the welfare of children and expects all staff to share this commitment. Rigorous checks will be made of the successful applicants' background credentials including Enhanced DBS checks.</p>		
<b>For further information, please contact:</b>	Nicky Armstrong	
<b>Address:</b>	Vicarage Road BOURNEMOUTH, BH9 2SA  Application packs may also be downloaded from our school website	
<b>Telephone:</b>	01202 527683	
<b>Email:</b>		
<b>Fax:</b>	01202 513877	
<b>School Website:</b>	<a href="http://www.st-johns.bournemouth.sch.uk">www.st-johns.bournemouth.sch.uk</a>	
<b>Closing date for applications</b>	Wednesday 2 October 2019	