



JOB ADVERT

Caretaker

Tall Oaks Academy is recruiting a Caretaker to work over all three sites, Castle Wood Academy, Mercer's Wood Academy and White's Wood Academy

32.5 hours per week, 52 weeks a year – 0630 to 0900 & 1415 to 1815
Salary: Grade 4 - £20,987 - £22,063 (FTE £23,893 - £25,119)

You will be required to oversee the cleaning of the schools, maintain the buildings and offer a range of caretaking services for the benefit of pupils, parents and staff. You should have a keen eye for detail and be able to demonstrate a practical knowledge of DIY skills. Working a split shift, you will be a key holder with responsibility for securing the site. You will be expected to deliver the full range of caretaking, maintenance, janitorial and occasional cleaning duties.

At Tall Oaks Academy Trust, we aim to provide a welcoming and stimulating environment that promotes creative learning where individuals can feel confident, valued and secure. You will wear a provided uniform and need to be flexible in your approach to occasional changes in the locking up time. We want you to work positively with staff, pupils and parents and are looking for someone to join our fantastic team.

Previous experience of this type of work would be advantageous and ideally you will have a high degree of commitment to ensuring a safe and healthy environment for staff, pupils and visitors to the school.

Tall Oaks Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to an enhanced Disclosure and Barring Service (DBS) check.

How to apply

Interested candidates can download the Recruitment pack, including job descriptions, person specifications and application forms at www.talloaksacademy.co.uk. This includes information about Tall Oaks Academy Trust, what we offer and how we can support you as well as a how-to guide on completing the application form.

Closing Date for Applications:	30th October 2024 @ 9am
Shortlisting Date:	1st November 2024
Interview Date:	6th November 2024

Completed application forms should be emailed to recruitment@talloaksacademy.co.uk (please note: CVs will not be accepted as additional information or a replacement for any part of the application provided and only Tall Oaks Academy Trust application forms will be accepted).

Receipt of applications and unsuccessful applications will only be confirmed by email.

References will be requested prior to interview and an Enhanced DBS check and Right to Work in the UK evidence will be required for successful applicants.