



ESTATES AND FACILITIES MANAGER REQUIRED

Dartford Grammar School is a leading boys' grammar school with a large co-educational sixth form. The school is a busy one, with an extensive after-school co-curricular programme and with frequent visitors to the site. Our facilities include the Mick Jagger Centre, The Becket Sports Centre and a 7 acre playing field with its own pavilion.

We are looking for a positive, well organised and motivated Estates and Facilities Manager to maintain our school to a high standard and join our hardworking and friendly team. Our successful candidate will ideally have previous premises management experience, and will take full responsibility for the care, maintenance and security of the premises at Dartford Grammar School.

The Estates & Facilities Manager is a key player in ensuring the high standards of compliance are maintained and that facilities are fit for purpose. You will manage the site team and ensure the internal and external environment is conducive to the promotion of learning.

A sound knowledge of Health and Safety is essential to this role, as well as the ability to communicate effectively and to react quickly to the needs of a busy school environment.

Hours of work are 37 hours per week, 52 weeks per year, although some flexibility will be required.

The Estates & Facilities Manager is paid on DGS8 pay range £28,995 - £32,769 (DGS9 maybe available for an exceptional candidate - £32,933 - £37,188) Holiday entitlement is 30 days (increasing to 31 days after 5 years) plus Bank Holidays.

For an application form contact Michelle Bexley on
01322 223039, Ext 146
Or by email: mbexley@dartfordgrammarschool.org.uk

Closing Date: 3 February 2025 at 9am
Interviews to be held on 6 February 2025
Visits to the school in advance are warmly welcomed

Dartford Grammar School is a selective secondary academy for boys, which admits girls to its sixth form. There are six forms of entry in Year 7, and all of the students joining the school are from the top 25% of the ability range. The current roll is 1,535, including 618 in the sixth form. The school is rated "outstanding" by Ofsted (December 2022) and is The Sunday Times State School of the Year in the South East (2024/5).

The school buildings are on one main school site, with the playing fields a short walk away. The school accommodation is in a mixture of heritage and contemporary accommodation and includes the Becket Sports Centre and the Mick Jagger Performing Arts Centre.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced DBS check is required for all successful applicants.

