



## Human Resources Manager

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Salary	S9 £23,850 to £25,886 actual (£41,585 to £45,135 FTE)
Contract Type	Permanent, Part Time (24 hours per week/39 weeks per year)
Start Date	13th April, 2026
Reporting to	Member of SLT

Woking High School is a high achieving school with Academy status. We have an outstanding team of staff who are all committed to developing our students as individuals. All students are challenged to achieve their best. The Ofsted inspection of April 2025, which judged the school to be good, noted that, "This is a lively, welcoming school where expectations are high. Pupils live up to the school's motto of inspire, challenge, achieve" and "The school's curriculum is designed to develop pupils to be confident, responsible and articulate learners".

Woking High School offers excellent benefits to staff including:

- 26 days Holiday (rising to 30 after 5 years).
- Career Progression.
- Local Government Pension Scheme.
- Training and Development Programmes.
- Healthcare Cashback Plan, currently provided by Westfield Health

Closing 10am on 28<sup>th</sup> January 2026 with interviews on 10<sup>th</sup> February 2026.

Woking High School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. As part of the requirements of KCSIE, all roles are subject to online checks including Social Media. These are carried out by a 3rd party – <https://www.sp-index.com/>. By applying for this role, you agree to these checks being carried out and your data being processed by SP-Index.

The successful candidate will be required to undertake an enhanced DBS check.

Woking High School is committed to providing all staff with continued professional development to support and develop them in their careers.

