



Lettings Assistant

Zero hour, casual contract

Hourly rate - £13.26

We are seeking to recruit a Lettings Assistant on a casual, zero-hours basis to support the school in maintaining and improving the lettings process. The right candidate will work flexibly in assisting the Site and Lettings Manager in facilitating school bookings and providing excellent customer service as a representative of the school. The school prides itself in having excellent school buildings and facilities, and we work to make these available for community groups and clubs.

We are a value driven organisation. Our key aims, core values of care, aspiration, growth and success sit behind everything we do. The successful candidate for the role will share in our child centred approach to care and ambitious aspirations for their growth and success.

Guiseley School is full of exceptional young people. We have an active, visible leadership team, and a committed staff body. We are committed to the very highest standards of student care and achievement and seek outstanding staff who wish to be part of our success. We have a strong vision of success and achievement supported by an excellent professional development programme for all staff.

Our new school site was recently completed in March 2023, offering state of the art buildings and an excellent working environment.

This role is offered on a casual basis, starting asap. Full application details are available via our website: <https://www.guiseleyschool.org.uk/vacancies>

All applications to be posted or emailed to: hr@guiseleyschool.org.uk

Closing date: 9.00am, Monday 13th July 2026

Interviews: Thursday 16th July 2026

Our school is committed to safeguarding and promoting the welfare of children and upholding fundamental British values and expects all staff and volunteers to share this commitment. The successful candidate will be subject to a Disclosure Barring Service Check.

We seek to promote diversity and equality of opportunity - applications are welcome from all, irrespective of gender, race, marital status, age, disability, sexuality, religion, or faith. We also promote and practice the key Fundamental British Values to both staff and pupils.