



Longhill Primary School

Shannon Road
Kingston upon Hull HU8 9RW
Tel. (01482) 814160

E-mail: admin.longhill@hcat.co.uk



Executive Headteacher: Mr Mark Batty

Head of School: Mrs J Pearce

Premise Assistant – Grade 2 SCP 1-3 (£17,842-18,562 pro rata – actual salary £4031) 10hours per week

7:00am-9:00am (Mon-Fri but will require some flexibility)

Fixed-term until 31/12/2021 initially

Term-time only (190days per year)

Start Date: as soon as possible

We are looking for a motivated individual to join our team as a Premises Assistant. This new post is to assist the Headteacher, Site Facilities Officer and Office Manager with the maintenance **and safe running** of the school site.

The main building dates to the 1950s and there have been several additions and upgrades since. The role will be varied and will include a range of different daily and weekly tasks, as directed by the Headteacher, Site Facilities Officer and Office Manager. You will be joining a large, committed team and will be expected to contribute to the success of the school. You will need to be flexible and adapt to the needs of the school – this may involve a change in hours at short notice.

We are looking for somebody who ideally has a background in the maintenance of buildings and/or a specific trade such as painter/decorator, carpenter etc.

The successful candidates will:

- Understand and have due regard for health and safety.
- Promote the safeguarding and welfare of all children.
- Undertake any training as directed by the headteacher.
- Take responsibility for the safety of the site, alongside the site manager.
- Open and close the site, in the absence of the premise manager.
- Communicate any issues with the site manager and/or headteacher to ensure a quick resolution.

We can offer:

- A varied role where you can utilise your existing skills.
- Hard-working, motivated and knowledgeable staff, who work together in the best interests of children
- Opportunities to work with colleagues across our schools
- Investment in your development, through targeted CPD

If you would like to discuss the post further, or arrange a visit to our school, please contact us on 01482 814160

Closing Date: 17th September 2021

Shortlisting: 20th September 2021

Interviews to be held: w/c 20th September 2021

Longhill Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

