

January 2025



Penryn  
College

"Achieving through Challenge"

Dear Applicant

Thank you for considering the position of Premises Team Member at Penryn College. We are looking to appoint a full-time friendly, enthusiastic and outgoing team member who will enjoy working in a school environment. You will need to be an organised and motivated individual with a passion for maintaining high maintenance standards across the school. You will be required to undertake general maintenance of the school building and facilities, practical support in arrangements for meetings/events and to assist in maintaining the security of the school buildings and to assist the cleaning team as required

The ideal candidate will have knowledge and experience of plumbing, general maintenance and decorating, alongside being enthusiastic, motivated and able to work well under pressure. We are looking for someone who prides themselves on a high standard of work and has the ability to prioritise their workload efficiently.

This a full-time role working 52 weeks per year and 37 hours per week, with a starting salary of £23,487.

The building is open from 6.30am – 7pm every day as well as opening the premises for use of the sports facilities at the weekend. Shift patterns will be discussed at interview.

Penryn College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicants will be subject to an enhanced DBS check. In accordance with our policies we are unable to process applications without a fully completed application form. Please return completed application forms along with your covering letter to: [vacancies@penryn-college.cornwall.sch.uk](mailto:vacancies@penryn-college.cornwall.sch.uk) or post to: HR Office, Penryn College, Kernick Road, Penryn, TR10 8PZ. The closing date for applications is 10th February 2025. Interviews will be held week beginning 17th February. We reserve the right to interview early should an exceptional candidate apply.

Yours sincerely

*Becky Withers*

Becky Withers  
HR Manager



**Headteacher:** Claire Croxall

Penryn College, Kernick Road, Cornwall, TR10 8PZ

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