



# Southwark Park Primary School

**Headteacher:** Mr Carl Vernalls

**Deputy Headteacher:** Mr Andrew Sinko

**Position:** School Business Manager

**Reports to:** Headteacher/Deputy Headteacher

**Contract:** Full time; flexible working will be considered for the right candidate.  
All year round/term time plus to be agreed

**Salary:** NJC Local Government scale 10 (£44,430 - £51,663)

**Start Date:** April 2026 or earliest possible date

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Southwark Park School is a fully inclusive two-form entry primary school in Bermondsey, South East London. Our latest Ofsted rating is *Good* with a grading of *Outstanding* in Personal Development. We believe very strongly that when children leave our school they should be confident, kind and tolerant individuals who have achieved their full potential academically and retain a love of and excitement in learning. We can offer prospective employees the chance to work in a hugely supportive and happy environment with friendly staff and amazing children.

We are now looking for an experienced and highly skilled School Business Manager to join our Senior Leadership Team. This is a key appointment; the successful candidate will work closely with the Headteacher and Governing Body to ensure the continued success of the school. We are looking for candidates who:

- Operate with the highest levels of integrity, accountability and professional standards
- Place educational outcomes for children at the heart of their practice
- Have a high level of strategic business experience, ideally in the education sector
- Can lead, inspire and motivate a small and well established support staff team
- Have the financial acumen and budget management skills to successfully oversee the school's finances. The successful candidate will either hold a financial qualification or be qualified by experience
- Have solid experience in other core business areas such as human resources, buildings management, health and safety and contract management
- Can collaborate with all key stakeholders (staff, governors, parents, outside agencies and the Local Authority) with warmth, diplomacy and discretion



383 Southwark Park Road, SE16 2JH, London

020 7394 4000

office@southwarkpark.southwark.sch.uk

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## For the successful candidate we can offer:

- A supportive and collaborative working environment within the Senior Leadership Team
- A level of autonomy in the role, with the capacity to introduce new initiatives and ideas
- The chance to take over a stable school budget in a well-resourced setting
- A committed and friendly staff team in a happy and successful school
- Excellent CPD opportunities to suit the successful candidate

Visits to the school prior to the application deadline are actively encouraged. To arrange a visit please email the school office at: [office@southwarkpark.southwark.sch.uk](mailto:office@southwarkpark.southwark.sch.uk) or call 020 73944000.

To apply, please request an application pack, including the full job description from the School Office.

**Application Deadline:** Monday 5th January 2026

**Interview Date:** Week beginning 12th January 2026

***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 the successful applicant.***



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