



### **Site and Premises Supervisor**

Blackfriars Academy, Priory Road, Newcastle, Staffs ST5 2TF

**Permanent contract, 37 hours per week, Full year  
SET Grade 6 SCP 20 – 24 (21,269 - £23,953)**

Do you have experience of working in site maintenance and security? Can you ensure that our school and students receive an efficient and effective service?

We are currently seeking to appoint a Site and premises supervisor for Blackfriars to start as soon as possible. Applicants will be required to have experience of working in a site security/maintenance environment. You will work under the direction and instruction of the Headteacher to provide a routine maintenance service to ensure the effective operation of the school. We are very fortunate to have a swimming pool on site for the benefit of our pupils, maintenance of which will fall under the responsibility of this role.

#### **Applicants must:**

- Hold good numeracy and literacy skills, and basic knowledge of IT.
- Be committed to the needs of the pupils, parents and other stakeholders and can provide efficient and effective service.
- Demonstrate a positive attitude around school.
- Well-developed interpersonal skills to be able to relate well to a wide range of people.
- Work constructively as part of a team whilst being able to demonstrate initiative.
- Be able to prioritise and work to deadlines.
- Work as a collaborative team member delivering an excellent environment for our children.
- Have an interest in working in a very special environment where the needs of our precious children are always the priority

Blackfriars Academy is proud to be part of Shaw Education Trust which is a growing, multi-academy trust based in Staffordshire. As part of the trust, our new colleagues will benefit from high quality professional development and will be supported in their career progression by our dedicated leadership team. Shaw Education Trust provide ongoing training and support to all employees on a regular basis. You will be an outstanding person willing to embrace and develop our collective values and ethics. In return your efforts will be recognized and rewarded and your contribution valued and celebrated by our whole school community. Our sole aim is to enable every one of our children to thrive and reach their potential as well as enjoying their time at Blackfriars. If you would like to join us on our exciting journey, then please apply.

Application Packs are available on the careers section of the Shaw Education Trust website [www.shaw-education.org.uk](http://www.shaw-education.org.uk)

**Closing Date:** Wednesday 28<sup>th</sup> September 2022

**Start date:** Required ASAP

**Please forward completed application forms to**  
[hrrsupport@blackfriars.shaw-education.org.uk](mailto:hrrsupport@blackfriars.shaw-education.org.uk)

The Shaw Education Trust is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expect all staff and volunteers to share this commitment.

This position is subject to appropriate vetting procedures including a criminal record check from the Disclosure and Barring Service (formerly CRB) which will require you to disclose details of all unspent and unfiltered spent reprimands, formal warnings, cautions and convictions in your application form