

Advert - Site Supervisor

Salary	Outer London NJC 4/5 (scale points 7-15) (£22,995 - £26,520 FTE, which is £15,969 - £18,417 actual salary for 25 hours), although this will be dependent on candidate experience and may be negotiable)
Location	LEO Academy Trust, based at Cheam Park Farm Primary Academy (Molesey Drive site, SM3 9UU)
Contract	Part time (25 hours per week, all year round) and permanent
Start Date	January 2022 or asap

LEO Academy Trust is seeking to appoint a Site Supervisor of the highest quality to work at Cheam Park Farm Primary Academy, maintaining and developing a truly fantastic school. The successful candidate will be responsible for the operation and implementation of procedures relating to buildings and grounds maintenance, the cleanliness and upkeep of the site and areas of health and safety. Training will be provided.

A successful candidate will be able to demonstrate relevant experience, knowledge and skills associated with the areas identified in the job description and person specification.

A key aspect of this role is to carry out minor repairs and general building maintenance or organise specialist contractors when necessary. You will be flexible in meeting the schools' needs and able to manage your own work and time effectively.

The key times of work will be 07:00 - 09:30 and 15:00 - 17:30 (Monday - Friday), although there may be some variation during the school closure period and during the term time, there may be variation depending upon the needs of the school to cover events such as productions or assemblies.

Our site teams are enthusiastic, highly skilled and motivated to create and maintain safe and clean learning environments for our pupils. We would love to hear from like minded individuals.

Please apply for this position by completing an [application form](#), detailing how you meet the aspects of the [Job Description and Person Specification](#).

Informal conversations are welcomed; please contact the Trust's HR Team via recruitment@leoacademytrust.co.uk.

We can offer you a range of benefits, which can be found on our website [here](#).

Candidates are encouraged to submit their application forms as soon as possible. We reserve the right to withdraw this advert before the closing dates on appointment of a suitable candidate.

Closing date for applications	Applications will be considered as they are received
Shortlisting	As above
Interviews will be held	As above

LEO Academy Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020. All employees of the Trust are deemed to be in regulated activity with children and as such, all offers of employment are subject to an Enhanced DBS check.

All shortlisted candidates will be required to complete a declaration regarding offences and have references requested (unless agreed otherwise), prior to the interview.

LEO Academy Trust is committed to promoting equality of opportunity for all staff and job applicants. We aim to create a supportive and inclusive working environment in which all individuals are able to make best use of their skills. Applications are invited from all members of the community. We do not discriminate against staff on the basis of age; race; sex; disability; sexual orientation; gender reassignment; marriage and civil partnership; pregnancy and maternity; religion, faith or belief (Equality Act 2010 protected characteristics). The principles of non-discrimination and equality of opportunity also apply to the way in which staff and Trust treat visitors, volunteers, contractors and former staff members.

