



Thoresby Primary School

Thoresby Street, Hull, HU5 3RG

Telephone: 01482 342972

Email: admin.thoresby@hcat.org.uk

Website: www.thoresbyprimaryschool.org

Executive Headteacher: Mrs Melissa Milner



JOB ADVERT

HCAT Thoresby Primary School - Premises Assistant

Grade 2, SCP 1-3 (£18,333-£18,887 pro rata – actual salary £10,629)

25 hours per week, term time only plus five training days

7.30am until 12:30pm (Mon-Fri, but will require some flexibility)

Fixed-Term until 31/08/2023 initially

(Required 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 Site Facilities Manager and Headteacher with the maintenance of the school site.

The role will be varied and will include a range of different daily and weekly tasks, as directed by the Site Facilities Manager and Headteacher. 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. There will also be opportunities for overtime.

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.



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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 to arrange a visit to our school (COVID-19 permitting), please contact Mr Brian Kellington, Premises Manager on 01482 342972.

If you wish to apply for the role, please contact Emily Mansfield (HCAT HR & Recruitment Advisor) via email at Emily.Mansfield@hcat.org.uk for an application pack.

Closing Date: Wednesday 5th October 2022, at 12.00pm (noon)

Interviews: w/c Monday 10th October 2022

The school is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974 so is subject to a satisfactory enhanced Disclosure and Barring Service criminal records check for work with children. This post involves contact with children in a school setting and has safeguarding responsibilities.

As part of our safer recruitment procedures, online checks (including social media) may be carried out by the Trust, as part of our shortlisting process.



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