



# Thoresby Primary School

Thoresby Street, Hull, HU5 3RG

Telephone: 01482 342972

Email: [admin.thoresby@hcat.org.uk](mailto:admin.thoresby@hcat.org.uk)

Website: [www.thoresbyprimaryschool.org](http://www.thoresbyprimaryschool.org)

Executive Headteacher: Mrs Melissa Milner



## JOB ADVERT – THORESBY PRIMARY SCHOOL

# Site Facilities Manager

Grade 6, SCP 14-19 (£27,334 to £29,777 FTE)

37 hours per week - split duty, timings flexible

Permanent & working all year around

*Start date - TBC*

We are looking for a motivated individual to join our team as a Premise Manager. This is a crucial post within our school and will involve working closely with the Headteacher to ensure the safety of the site and compliance with Health and Safety Legislation.

We are a large, complex site comprising of Thoresby Primary School. The main building was built in the 1902 and there have been several additions since.

You will need to be flexible and adapt to the needs of the school – this may involve a change in hours at short notice.

The role will be varied and will include a range of different daily and weekly tasks including:

- Opening and closing
- Site security
- Daily / weekly compliance checks
- Liaison with external agencies where work is required
- Completing risk assessments (Premise Manager post only)
- Line manage the cleaning team and Premise Assistant

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 and advise the headteacher when work is required.
- Communicate any issues with the headteacher to ensure a quick resolution.



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**CHARACTER**



**Global Schools Award**





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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 arrange a visit to the school, please contact the school and ask for Clare Hunter, Office Manager on 01482 342972.

If you would like an application pack, please contact the HCAT HR & Recruitment Advisor via email on [Emily.Mansfield@hcat.org.uk](mailto:Emily.Mansfield@hcat.org.uk).

**Closing Date:** Wednesday 22<sup>nd</sup> November 2023, at 12.00pm (noon)

**Interview Date:** TBC

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, through the shortlisting process.



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