St. George's Road
Dagenham
RM9 5AJ
Tel: 020 3006 9888 Option 1

Bonham Road
Dagenham
RM8 3AR
Tel: 020 3006 9888 Option 2

VALENCE PRIMARY SCHOOL

Mr Richard November - Headteacher
E-mail: office@valenceprimaryschool.com
Website: www.valenceprimaryschool.com

School Caretaker Required

35 hours per week; all year round (52.14 weeks)
2-week shift pattern

Early Shift 6.30am to 2.30pm / Late Shift 10.30am to 6.30pm

Scale 5, Point 12
Salary Equivalent = £31,524.00

We are looking to appoint a hardworking, skilled, dependable and self-motivated individual to join our premises team. We require someone who will contribute to the smooth running of the school by organising and undertaking the caretaking, maintenance, cleaning and security of the school site, equipment and grounds. The successful candidate will have caretaking or general maintenance skills together with a knowledge of Health & Safety legislation and procedures.

The ideal candidate would have a full, clean driving licence, as driving from site to site will form part of the role. Willingness to attend call-outs outside of normal working hours is a requirement of this role. They will also be flexible in their approach, energetic and be keen to work as part of our school community.

Experience of a similar role within a school will be a significant advantage.

We can offer:
- A supportive and forward-looking staff and governing body
- Opportunities for Continuing Professional Development
- A pleasant working environment and helpful staff in our successful school

Support staff application forms can be downloaded online at www.valenceprimaryschool.com or collected from either school office. Applications made by C.V. or from agencies will not be accepted.

Your application should be forwarded to Janet Kenning or emailed to jkenning@valenceprimaryschool.com

Closing date for this post will be **17th January 2025 at midday**.

Interviews will follow for selected candidates.

Valence Primary is committed to safeguarding and promoting the welfare of children.
This post is exempt from the Rehabilitation of Offenders Act and a comprehensive screening process, including a disclosure check, will be undertaken on all applications

P Pride **R** Respect **A** Achievement **I** Independence **S** Success **E** Enjoyment