



SITE ASSISTANT
Grade D, Points 3-4 (£18,065 to £18,426)
37 hours per week / 52 weeks per year

We are seeking a Site Assistant to join our purposeful and collaborative team. Duties will include supporting the smooth operation of the site, including unlocking or locking up, porter duties, assisting with maintenance work and keeping the site clean and tidy.

This is a permanent post of an average of 37 hours per week.

The successful candidate will work a rotating shift pattern whereby the working hours will be alternated between 8.30am – 5.00pm (week 1) and 10.30am – 7.00pm (week 2). There may also be an opportunity for these hours to be flexible during school holiday periods.

The holiday entitlement is 25 days plus all statutory days. It is anticipated that the majority of holidays will be taken during the school holidays, however, there is some flexibility with this.

For an application form and further details please contact Ms Ridley, Principal's PA, on 01536 720310 or email vacancies@latimer.org.uk.

Please note we do not accept CVs as part of our application process.

We are committed to safeguarding and promoting the welfare of young people and expect all staff to share this commitment. This post will be subject to an enhanced DBS disclosure.

The Latimer Arts College values the diversity of our workforce and welcomes applications from all sectors of the community.

Closing date for applications: 9.00 am Wednesday 16th October 2019