



Vacancies at Central Devon Academy

Job Title: Senior Caretaker	FT/PT Part Time - Permanent
Salary: Grade D	20 hours per week / 41 weeks per year
Closing Date: 12pm – 4th April 2017	Interview Date: TBC
<p>Based at our site at Sowton in Exeter, the Stansfield Centre, you will have a good standard of practical knowledge and experience of basic maintenance. You will also have good time management and organisational skills and awareness of health and safety. You will take pride in maintaining the school building and grounds in good order, be observant and pro-active in helping to find solutions to ongoing maintenance issues.</p> <p>As senior caretaker you will liaise with the SBM to co-ordinate the work of the premises team in the day to day maintenance of the premises and regular duties including: operation and routine testing of the fire alarm system; legionella testing; health and safety requirements of school caretaking; dealing with contractors.</p> <p>Based in Exeter, there will be times when you will be required to visit our small site in Tiverton so a driving licence is essential. You will be paid mileage for any use of your own vehicle.</p> <p>Hours of work are 20 hours per week, term time only and a degree of flexibility will be needed to ensure the site is covered by caretaking staff from 7am.</p>	

Job Title: Cleaner	FT/PT Part Time - Permanent
Salary: Grade C	40 hours per week / 41 weeks per year
Closing Date: 12pm – 4th April 2017	Interview Date: TBC
<p>Working at our site in Exeter, the Stansfield Centre, you will be required to work outside of normal school hours to keep the building and premises clean and tidy. As an integral part of the premises team, you will liaise with the caretaking staff and the school business manager over the needs and priorities of the school. You will have practical experience of cleaning large premises and knowledge of health and safety procedures relating to cleaning.</p>	

We are committed to safeguarding and promoting the welfare of children and young people, and expect all staff to share this commitment. An enhanced DBS disclosure is required for this post along with the relevant pre-employment checks.

To apply for either post or for more information, please email the SBM (school business manager) Julia Jordan: julia.jordan@schoolscompany.co.uk