

# Caretaker

Required from 1st November 2021

Full time

Salary: Band 4

Hours: 37 Hours per week term time plus 20 days

The Board of Trustees are seeking to appoint an experienced and enthusiastic caretaker to work at Ponteland Community Primary School

The successful candidate will:

- Be responsible for the security of the site and buildings
- Undertake a range of handyman duties
- Ensure cleaning standards are maintained and undertake a range of cleaning related tasks
- Undertake general portering tasks
- Be resident on site in a caretaker's cottage

We are looking to appoint this special person to join our happy, friendly and caring school where we pride ourselves on high standards.

Please complete the attached application form and return to our school office by email [caroline.pryer@ponteland.academy](mailto:caroline.pryer@ponteland.academy).

Further details can be found on our website [www.ponteland.academy](http://www.ponteland.academy)

Closing date: 27th September 2021

Interview date: 30<sup>th</sup> September 2021

Ponteland Academy Trust is committed to safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. The post is subject to enhanced Disclosure and Barring Check.