



## **Job Vacancy**

### **Morning School Custodian**

7.5 hours a week (term time)

(Possible overtime during school holidays – with negotiation)

Daily hours 7am – 8.30am Monday to Friday.

(Pay scale: 1A £9.79 per hour depending on experience)

Would you be interested in supporting the work of our school by carrying out the essential role of Morning School Custodian to ensure the security of the school, accessibility and that the school is in line with health and safety guidelines?

The role of Custodian is a varied one and includes carrying out a range of activities including:

- Key holder for school, responsible for unlocking the premises on a day-to-day basis from 7am so that staff can enter the building.
- To perform a daily check of the school site and report any breakages or areas of Health and Safety concern to the Business Manager and/or Head Teacher.
- Bring in any deliveries that are left at the school entrance in the early morning.
- Welcome and give access to food delivery services for the kitchen area of the school.
- Ensuring the school bins are out and available on the day of emptying.
- May assist and perform snow and ice clearing procedures to ensure the school site is accessible in the winter months.
- Check supplies of cleaning products, paper towels, toilet roll, soap etc to ensure school is well stocked and place respective orders for replenishment with the schools Business Manager.
- To work with the Business Manager to carry out a weekly fire alarm test.
- To take part in light cleaning duties to ensure the school is clean and tidy and that it is in line with all health and safety guidelines and procedures.
- To carry out any further roles that are deemed to be within the role as directed by the school Business Manager.

Training is offered to support the role

Successful candidates will be subject to:

- An enhanced DBS and barring check
- Be in receipt of two references.
- Willing to complete health and wellbeing questionnaire.

To get more information and an application form, please contact the Head Teacher, Miss Ruth Moor directly

[head@stannes.cambs.sch.uk](mailto:head@stannes.cambs.sch.uk).

Please note that all applications must be submitted electronically via email as the school building will be closed over the summer period and post has been re directed.

Applications close on - **Friday 12<sup>th</sup> of August 2022 (5pm)**

Interviews - **Week of 22<sup>nd</sup> of August 2022**