



**Dream big. Love God. Live well.**

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## School Site Handyperson

Salary G4- 9 – 12 Range £19,948 - £21,153 pro rata.

To start September 21, 20 hours per week, 52 weeks per year, Subject to six-month probationary period.

Bishop King Primary School needs an enthusiastic, approachable School Site Handyperson to join the team at our primary school. The successful candidate will have excellent interpersonal skills, be able to work on their own initiative with minimum supervision and work under pressure, be flexible when necessary and to tight deadlines, Joinery skills would be advantageous. We have wonderful children and highly committed staff who strive to make ours a friendly and welcoming school. The role of the Handyperson is highly valued and a key essential member of the school team. Previous school experience is welcome but not essential.

The successful candidate will be expected to:

- Undertake general handyperson duties including routine maintenance and minor repairs and possibly some minor decoration
- Be available to attend out of hours emergencies outside the working week for such as intruders, fire and weather damage
- Liaise with School Site Manager with regards to any issues
- Work effectively with the School Site Manager to ensure services, resources and equipment are maintained
- To undertake any occasional portering work etc as instructed by the School Site Manager
- If necessary be available to attend the premises for lettings (this would be on an additional claims basis if this was required)
- Act in a professional and confidential manner at all times
- Have excellent interpersonal and professional communication skills
- Self-motivated with a desire to achieve high standards, have a strong work ethic, be highly organised and dedicated to the role
- Be a flexible member of the school team, attending meetings as required or undertaking additional duties that may arise from time to time
- Subject to enhanced DBS and satisfactory references

To obtain an application pack, please visit our website [www.bishopking.org.uk](http://www.bishopking.org.uk) or contact Allyson Whittleton on 01522 822589 or by email: [allyson.whittleton@bishopking.lincs.sch.uk](mailto:allyson.whittleton@bishopking.lincs.sch.uk)

Visits to the school are welcomed. Covid restrictions will be adhered to.

Should you wish to look around the school please call 01522 880094

Closing date: 16<sup>th</sup> July 2021. Interviews week commencing 19<sup>th</sup> July 2021