



Assistant Building Services Supervisor

GR2 £18,887 -£20,852 pro rata (£9.79-£10.81 per hour)

20 Hours per week (07:00am to 11:00am)

at

New Hall Primary, Langley Hall Drive, Sutton Coldfield, B75 7NQ

Start Date - ASAP

We currently have a vacancy for an Assistant Building Services Supervisor to assist our Building Services Manager in managing all aspects of the school site and buildings.

The post will include general maintenance and cleaning of school/site internal and external, along with light gardening duties. You will deal with outside contractors if necessary, and the security of school building. You will also be required to complete training to ensure safe operation and management of the school's swimming pool. You must have good organisational skills, the capability to work on your own initiative and an ability to develop good working relationships with staff, contractors, other school users and the community.

The capacity to be flexible is essential as additional hours may be required to cover for holidays and absence, sometimes at short notice.

For an application form, Job Description and Person Specification please visit the school website, email jobs@newhall.bham.sch.uk or contact the school office on 0121 464 5170.

Application packs will be e-mailed or may be collected in person.

Closing date: **Friday 27 May 2022 - 9:00am**

Interviews will be held: **Wednesday 8 June 2022**

Completed applications should be returned direct to school via post or email.

This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak fluent spoken English is an essential requirement for this role.

This job involves working with children and is therefore subject to advanced disclosure check through the confidential process administered by the Disclosure Baring Service. A conviction may not exclude candidates from the job, but it will be considered as part of the recruitment process. Our school is committed to safeguarding and promoting the welfare of all children and young people and expects all staff to share this commitment.

New Hall Primary School is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender, reassignment, religion or belief, marital status or pregnancy or maternity.

This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020. Which means that when applying for certain jobs and activities certain spent convictions and cautions are 'protected', so they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Further information about filtering offences can be found in the [DBS filtering guide](#).