



Caretaker

Two Village Church of England Primary School is a one form entry Church of England primary school in Ramsey, a village close to Harwich. Having converted to an academy in September 2020, it is part of the Vine Schools Trust. The new school building was opened in 2005 and sits within extensive grounds. Our children are polite, well behaved and enjoy learning. We have a team of friendly and enthusiastic staff who are committed to continuing to raise standards throughout the school and ensuring that we provide all of our children with every opportunity to achieve their dreams.

We are looking for a practical and motivated person to join our team at Two Village for 15 hours per week as our Caretaker. We are very proud of our school building and grounds so we especially want someone who will care for our school, ensuring it looks its best, is safe and exemplifies the high expectations we have of our children.

The successful candidate must:

- be a hands-on individual who can develop and implement systems/procedures as well as maintain current ones
- be sympathetic to environmental concerns regarding the school and grounds
- be able to implement risk assessments and any recommendations
- contribute to projects and maintenance schedules
- be practical, with good DIY skills
- communicate well with parents, carers and members of staff, as well as pupils
- have a sense of humour

Two Village offers:

- a welcoming school with a friendly and dedicated team and friendly and polite children
- support and professional development opportunities
- a happy working environment
- a caring, committed and inclusive culture

Two Village Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All appointments are subject to an enhanced DBS check, medical clearance and satisfactory references.

If you feel you have the qualities to join our team, please apply online at www.essexschoolsjobs.co.uk

Visits to the school are highly encouraged and warmly welcomed. Please telephone Mrs Sarah Gloc on 01255 880268 or email schooloffice@twovillage.essex.sch.uk to arrange a visit.

Closing Date: Tuesday 23rd November 12.00pm

Short listing: Wednesday 24th November

Interviews: Tuesday 30th November – there can be some flexibility with this date if required.

Candidates shortlisted will receive notification of interview.

Only shortlisted candidates will be contacted, however, if you would like to know the outcome of your application in writing, then please enclose a stamped addressed envelope with your application.