

Post Be To Advertised
Please type advert wording as you wish it to appear

School	Valley Gardens Middle School
School address (please ensure that the school's full address and post code are shown)	Valley Gardens Middle School Valley Gardens WHITLEY BAY Tyne and Wear NE25 9AQ
School telephone number	0191 9176667
School email address	vgmsoffice@valleygardensmiddle.org
Post title	Caretaker
Permanent/temporary (if temporary until when)	Permanent
Hours per week	37hpw - shift pattern over two weeks
Salary scale/grade	APT & C Grade 6
Please indicate if the post is on a equated basis (term time only) or non equated basis (works school holidays)	52/52
Date on which appointment is to commence if known	ASAP
Description:	
<p>The Governors of this successful and inclusive Middle School are seeking to appoint a Caretaker to join our successful and effective support staff team.</p> <p>Duties include security of the building and its contents, basic repairs and maintenance of buildings and outside areas, setting up rooms for community use, providing excellent customer care.</p> <p>You should have basic DIY maintenance and repair skills and be able to carry out basic manual handling such as moving furniture, trolleys and boxes. You should also possess good ICT skills.</p> <p>Weekend working is required occasionally. A comprehensive training programme will be given.</p> <p>Team players prepared to commit to the school, the successful candidates will have excellent communication skills, be able to work on their own initiative.</p> <p>Please note this post is subject to full Enhanced DBS disclosure.</p>	
Please complete on separate sheet if necessary	

Application forms/further details available from/return to: Admin Office - vgmsoffice@valleygardensmiddle.org	
Publication (S)	Insertion Date (S)
Bulletin and all free publications	Yes
Closing date (min of 2 weeks from insertion date)	11/01/2023