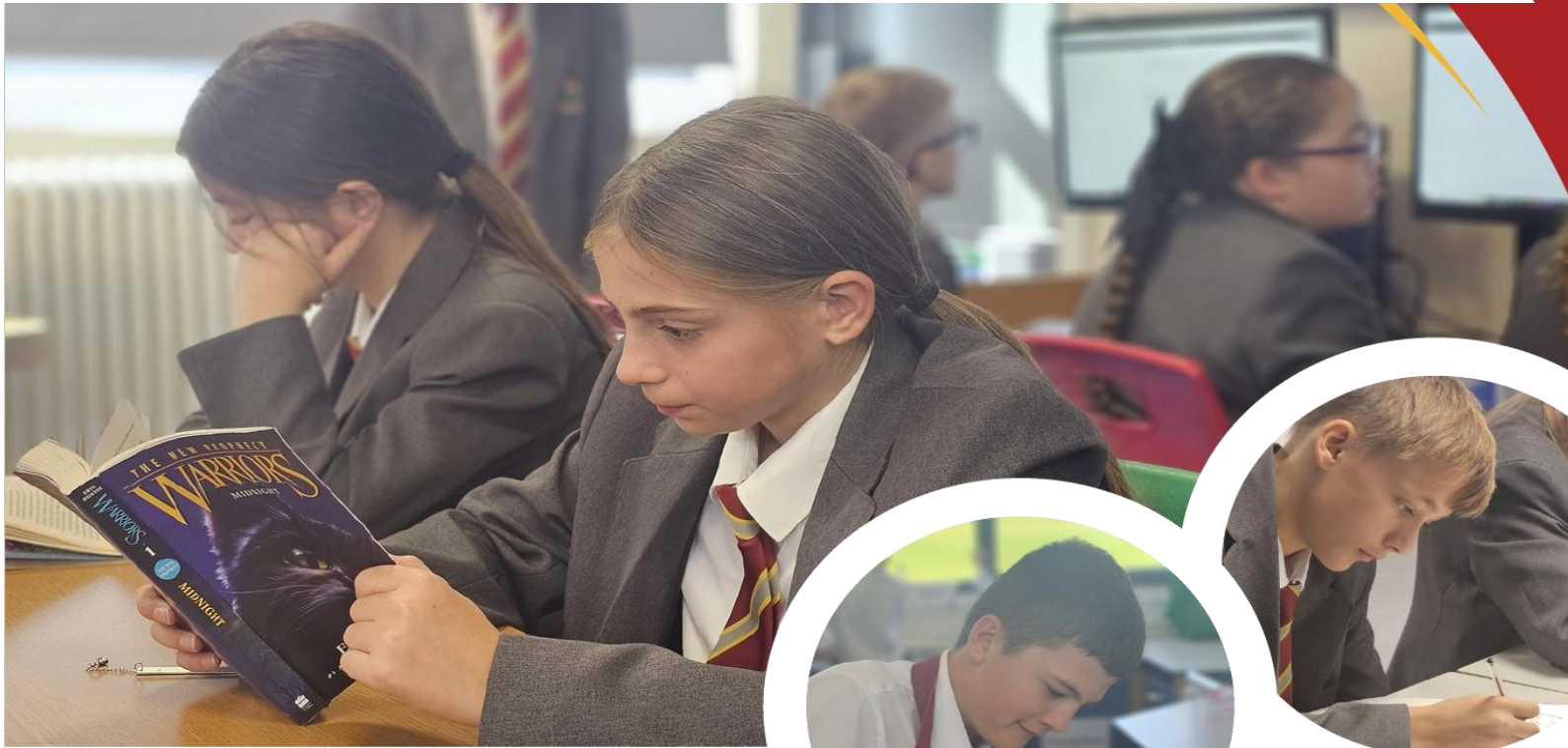


# We are looking for a Site Manager

Evesham Road, Astwood Bank, Redditch, B96 6BD

01527 892867

[www.ridgewaysecondary.org.uk](http://www.ridgewaysecondary.org.uk)



**Required to start as soon as possible – Full Time Applications considered on submission**

**Salary:** NJC SCP 12 -17 (£28,598 - £31,022)

**Closing date:** Monday 11<sup>th</sup> May 2026

**Working Hours:** 37 Hours per week usually worked 7.00am – 3.00pm during term time with flexibility during school holidays.

Ridgeway Secondary School is seeking a caring, enthusiastic and dedicated Site Manager to join our supportive team as soon as possible.

We are seeking a reliable and proactive Site Manager to take overall responsibility for the day-to-day management of the school site. The role includes ensuring the security, cleanliness and safe operation of the school buildings and grounds, overseeing contractors, carrying out routine maintenance and minor repairs, and supporting planned refurbishment projects. The successful candidate will work closely with the School Business Manager and Headteacher and offering advice on improvements to the school environment and delivering pre-planned maintenance programmes to a high standard.

We welcome applications from candidates who:

- Have experience of premises or site management, including maintenance, security, cleaning, contractor supervision and refurbishment projects, with strong practical DIY and repair skills.
- Demonstrate a sound knowledge of health and safety legislation, with the ability to carry out inspections, risk assessments, compliance checks and maintain accurate records.
- Be organised, proactive and committed to maintaining a safe, clean and welcoming school environment, working effectively with staff, senior leaders and external contractors and engaging in ongoing training and development.

**Ridgeway is an equal opportunities employer, and all appointments are subject to appropriate checks for child protection and safety. Applications should be made via the Ridgeway application form addressed to Mrs M Evans School Business Manager**