



Ash Lea
working together to be our best

Owthorpe Road, Cotgrave, Nottingham, NG12 3PA

ADVERTISEMENT

Site Manager

Permanent 37 hrs pw

Grade 4 £25,992 - £28624

Are you able to work independently and as part of a team, with a high level of personal drive and initiative? Come and join us at Ash Lea School as our Site Manager. **The school would consider separating the role into 2 shifts (morning & evening which would be 31 & 6 hours a week respectively). Please specify on your application on what basis you are applying for.**

Key responsibilities:

- Support the Headteacher with site development & improvement, as well as maintenance of the building
- Responsible for sourcing contractors and obtaining quotes, recommending which offers best value for money to headteacher/business manager
- Supervision of contractors' work, ensuring quality and standards are adhered to, and compliance with H&S regulations
- Support the review and implementation of H&S policies and procedures within the school
- Key holder responsibility
- Supervision of other site staff (caretaker/cleaners)

What we're looking for:

- You should have a keen eye for detail and be able to demonstrate a practical knowledge of DIY skills.
- Able to drive the school minibuses
- Able to move and handle furniture and (powered) equipment
- Able to work positively with the staff team and part of the wider school community where necessary and be a good team worker.
- Previous experience of this type of work would be advantageous but ideally, we are looking for someone with interest and a high degree of commitment to ensure a safe and healthy environment for staff, pupils and visitors to the school.

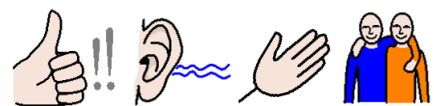
☎ 0115 9892744

✉ reception@ashlea.notts.sch.uk

🌐 www.ashlea.notts.sch.uk



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Why join us?

Ash Lea School offers a collaborative and supportive environment, with opportunities to make a meaningful difference in the lives of our pupils. The school has a range of outdoor spaces including grass area and purpose-built play areas. The school also has three minibuses and two cars.

This authority and the school are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expect all staff and volunteers to share this commitment. We will require the successful applicant to undertake an ENHANCED criminal record check via the Disclosure and Barring Service, and they will be subject to an online search which includes social media checks.

For further details visit our website www.ashlea.notts.sch.uk

Return completed application forms by email to michele.ince@ashlea.notts.sch.uk

Closing date for applications is 20 Jan 2025 at 9am. Applications received after this time will not be considered. Interviews will take place on 29 Jan 2025.

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