



Howard Primary School

Vacancy

Employer	Howard Primary School
Location	Croydon
Job title	Caretaker
Salary	Grade 6 Scale Point 18-20 depending on experience
Contract Type	Permanent
Application Closing date	Friday 25 th October 2024
Interview date(s)	To be confirmed following receipt of applications
Starting date	TBC

Howard Primary School is seeking a dedicated and reliable Caretaker to join our team. We are a forward-thinking, supportive school located in South Croydon, the heart of Croydon's restaurant area, with a commitment to providing a safe and clean environment for our 400+ pupils.

Role Details:

- Position: Caretaker
- Contract: Full time, Permanent
- Salary: Grade 6, scale point 18-20 depending on experience.

What We Offer:

- A supportive and inclusive environment.
- Opportunities for professional development.
- A chance to be part of a forward-thinking team.

Howard Primary School is committed to safeguarding and promoting the welfare of children.

Main Responsibilities:

- Ensure the school premises are maintained to a high standard of cleanliness and safety.
- Perform regular inspections and maintenance of the school's facilities, including heating, lighting, and plumbing systems.
- Manage security of the school premises, including opening and closing of the school, and ensuring all areas are secure.
- Oversee the use of the school's facilities by external groups and ensure the premises are ready for school use the next day.



Head Teacher: Jackie De Saulles (B.Ed.)
Telephone: 020 8688 4216
Email: office@howard.croydon.sch.uk
Website: www.howard.croydon.sch.uk



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- Undertake minor repairs and maintenance tasks, reporting larger issues to the appropriate contractor.
- Split hours during the day with a break in the middle to ensure supervision and maintenance coverage throughout the school day.
- Building knowledge and help experienced staff with maintenance projects and improvements.

Person Specification:

Qualifications and Training:

- Relevant qualifications in building maintenance or a related field are desirable.

Experience:

- Experience in a caretaking or maintenance role.
- Familiarity with health and safety regulations and statutory compliance.

Skills and Knowledge:

- Practical skills in maintenance and repairs.
- Good communication skills.
- Ability to manage time effectively and work independently.

Personal Qualities:

- Reliable and trustworthy.
- Positive and proactive attitude.
- Commitment to maintaining high standards of cleanliness and safety.

All appointments will be subject to a satisfactory completion of safeguarding checks.

Howard Primary School is committed to creating a diverse workforce. We'll consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnerships.

To download application forms, job and person specifications please see our website www.howard.croydon.sch.uk and download from the vacancies page.

Completed forms should be returned to hr@howard.croydon.sch.uk.

We look forward to hearing from you!



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