



Winkleigh Primary School

"Learning together, achieving together."

HEADTEACHER: Mrs Victoria Fenemore

Farmer Frank's Lane
Winkleigh
Devon
EX19 8JQ
Telephone: 01837 83354
Email: admin@winkleigh.devon.sch.uk

Vacancies

Winkleigh Primary School have the following two vacancies to start September 2017

Cleaner with keys

15hrs per week 3.30 - 6.30pm (Monday to Friday)
41 weeks per year - term time, plus 1 week Easter holidays and 2 weeks summer holidays.
£7.83 per hour.

Required from September, an efficient cleaner to maintain the cleaning to the highest of standards.

Expected to work as part of a team, providing a cleaning service to all parts of the school
and act as a key holder.

You will have experience of providing a cleaning service, be highly motivated and committed, be able to work efficiently without direct supervision, be able to communicate with staff, children, contractors and parents, be able to work flexibly according to the needs of the school.

Caretaker

6hrs per week to be worked as required.
41 weeks per year - term time plus 1 week Easter holidays and 2 weeks summer holidays.
£8.36 per hour.

Required from September, an efficient caretaker to maintain this educational setting to the highest standards and to act as key holder.

Expected to work as part of a team, providing a caretaking service to all parts of the school.

You will have experience of either providing a caretaking or maintenance service. Be highly motivated and committed, able to work efficiently without direct supervision and organise your work schedule and times of work according to the needs of the school.

Be able to communicate with staff, children, contractors and parents, be able to work flexibly according to the needs of the school. Be able to respond quickly and assume responsibility for the site at short notice. Hold keys and be responsible for the security of the building should the alarm be activated out of school hours. Be able to cover for cleaners if they are absent.

**Application forms and full job descriptions are available from admin@winkleigh.devon.sch.uk
by telephoning school on 01837 83354 or from the school admin team.**

Closing date for both is 27th June.