The Role:

Site Keeper
Salary of up to £25,000 (depending on experience)
Hours: 40 hours a week, for 52 weeks (split shift)

Description

This is an exceptional opportunity to join our free school, based in central Croydon. The school moves to it's new permanent location in September 2018. As part of the Avanti Schools Trust family of schools, the Krishna Avanti Croydon will share in the ideals of educational excellence, character formation and spiritual insight which will underpin every aspect of the school. Whilst being a Hindu faith school, we are fully inclusive and welcome staff from all backgrounds, with or without a faith.

Are you practical, can you turn your hand to most things, good at solving problems, able to use your own initiative, have good people skills, have high standards for health and safety and a clean and organised environment?

Are you a can-do person who is reliable, hardworking, patient, well organised, self-motivated, takes pride in their work, and has a sense of humour?

Then we need **YOU**!

We need an exceptional person as our Site Keeper to join our team at Krishna Avanti Primary School Croydon who will support the Principal to ensure the site and premises are safe, secure and well organised so that our children have the very best learning environment.

Your day will consist of the following tasks:

- General school maintenance for buildings and surrounding grounds - basic handy person skills are a must
- Checking the conditions of the buildings and playgrounds and reporting any faults
- Conducting fire safety and H&S checks for the site
- Check the heating is operating and that timers are set correctly and working
- Event set up and take down
- To support and assist the school to conduct specific/ ad hoc caretaking tasks when required, or as part of duty schedule such as winter checks, planned maintenance and daily and weekly checks
- Assist the cleaning team and order consumables as and when required
- Opening and closing of the school – enduring building is secure at all times
- Being the onsite contact for contractors
- Adhering to Safeguarding procedures that the school follow.
- Organising/prioritising tasks to ensure the safety of all staff and children is maintained

Applying

- Due to the nature of this role, it will be necessary for the appropriate level of criminal record disclosure to be undertaken. In making your application, it is essential you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences. This post will be exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders Act 1974. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are 'spent' under the provision of the Act, and, in the event of the employment being taken up; any failure to disclose such convictions will result in dismissal or disciplinary action. The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment.

- Avanti Services Limited is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to share this commitment. All successful candidates are required to have an Enhanced DBS check unless internally appointed and still within the cycle of DBS re-checks.

- We welcome applications from both men and women of all ages from any background and from candidates with disabilities.

- The closing date for receipt of applications is **Wednesday 19th December 2018.**

- Application forms can be downloaded at www.avanti.org.uk/careers and must be submitted by the closing date above to careers@avanti.org.uk once fully completed. The successful candidate will be required to sign the application declaration on appointment.

- Any appointment subsequently made will be subject to the receipt of satisfactory references and other pre-employment checks.