



MOUNT
ST MARY'S | BARLBOROUGH HALL

School Caretaker

Working Pattern: 42.5 hours per week Monday – Friday
Weekend call outs as required

Salary: £19,300 to £21,000 plus subsidised onsite accommodation
(To suit a family, if required)

The Role

Working under the direction of the Facilities Manager, you will provide general caretaking duties which will include opening and locking up the site each day, general repairs and maintenance of the school site, site security, school min-bus driving and first point of contact outside of school hours. Outside of school hours and term-time, you will work with the Enterprise and Housekeeping Manager to ensure the smooth running of the Lets activity on the school site.

You

You will be a self-starter with a good all round basic maintenance skills, a strong sense of responsibility, a 'can-do' attitude and demonstrable experience of working positively with others. Having the ability to take the initiative is essential if you are to be successful in this position. You will need to be physically fit to meet some of the demands of the position.

A flexible and committed approach to work is essential along with the following knowledge and skills:

- Recent experience and knowledge of a wide range of basic maintenance skills.
- Previous experience and knowledge of Health and Safety practices and requirements.
- Confident communicator, with good written and verbal communication skills.
- Computer literate, competent at using e-mail (ability to use Microsoft Word and Excel advantageous).
- Full UK driving license with D1 category with past experience of driving mini buses.
- Previous experience in a similar environment (Advantageous).

Chief Executive Officer: Mr Gareth Chapman
(e) gchapman@msmcollege.com

Headteacher: Ms Anupama Monga BSc, MSc, NPQH
(e) head@msmcollege.com

Mount St Mary's College
College Road, Spinkhill, Nr Sheffield S21 3YL
(t) 01246 433 388

Headteacher: Mrs Karen Keeton BMus (Hons) PGCE
(e) headteacher@barlboroughhallschool.com

Barlborough Hall School
Park Street, Barlborough, Chesterfield S43 4ES
(t) 01246 810 511

(w) msmcollege.com



Company Registered in England No. 05884126
Registered Charity No.1117998
Registered Office: Mount St Mary's College,
Spinkhill, S21 3YL



Who are we?

Mount St. Mary's College is an independent Jesuit day and boarding school for boys and girls aged 11-18. The school is nestled in beautiful and spacious grounds in the North East Derbyshire village of Spinkhill, between Sheffield and Chesterfield. The School is a special community with a proud history and a bright future, where staff and pupils work hard to achieve success.

How to apply

Please send a full CV to hr@msmcollege.com with a short covering note stating why you are interested in the position. You will be asked to complete a school application form if you are shortlisted which would be required prior to interview.

Please note if you do not hear from us within 4 weeks from applying, you can assume you have been unsuccessful. All correspondence will be sent via email.

The School values diversity and strives to promote equality at all levels, including its employees and students. Applications are welcome from all sections of the Community. Mount St Mary's College is committed to safeguarding and promoting the welfare of children and young people, and expect all staff and volunteers to share this commitment. Offers of employment will be subject to the receipt of a satisfactory enhanced disclosure and barring service (DBS) check.

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