

PREMISES MAINTENANCE OPERATIVE (Skilled) Salary £31,440 - £ 33,957 (SCP 15-20)

Or

Trainee Premises Operative (Unskilled) Salary Range £25,854 - £27,030 (SCP 2-5)

REQUIRED ASAP

Full time post, 36 hours per week, on a shift system including some weekends

Early shift – 6.30am to 2.30pm

Middle shift – 7am to 3:00pm

Late Shift – 12:00 to 8:00 pm- This will alter to 2pm to 10pm when the school has lettings/activities.

Salary £31,440 - £ 33,957 (SCP 15-20)

Start Date: ASAP

This is an excellent opportunity to join our Premises team. The Premises Maintenance Operatives play a crucial role in maintaining the school site and keeping the school operating on a day-to-day basis. They play an important part in the maintenance of the school in addition to the traditional role of caretaker, unlocking and locking the site and other such duties.

They operate on a shift basis to allow maximum usage of the site through lettings as well as the normal day-to-day school usage, and also to allow for more opportunity for out of hours maintenance work to be conducted.

The premises team consists of three members of staff and is led by the Premises Manager. The team has its own well-equipped maintenance hut, and they are issued with their own uniform and workwear. All members must be multi-skilled and flexible enough to adapt to different jobs and roles, as well as cover different shifts (see above) including some weekends for which time off in lieu is given in the week.

Prior experience of DIY is preferable, however we would be willing to train someone who is keen to learn or improve their DIY Knowledge through a range of jobs, such as plumbing, painting and decorating and general building work. If this is your first step on your career path and you are practical, willing to learn, conscientious and enthusiastic we upskill you in these areas.

All members of the team must be able to both work on their own, and also in close co-operation with each other. Reliability and excellent time keeping are a must, and the school places a great deal of trust and responsibility in the premises team members to carry out its everyday operations. You do not need previous school experience.

The role of the Premises Maintenance Operatives is a very important one, and there is a great deal of satisfaction to be gained from the completion of the daily tasks and the improvements made to the School. There is an excellent working relationship between the premises team and all other staff, and a very great sense of camaraderie at the School.

Tiffin School is a boys' selective state school with a mixed Sixth Form. The location is close to Kingston town centre, with excellent public transport links to Central London. We are close to Richmond and Bushy Parks, and the Surrey countryside. **Benefits include:** season ticket loan/Cycle to Work scheme/salary advance scheme for a rental deposit/free on-site parking /childcare vouchers/the FREE use of a modern gym/enhanced maternity benefits and Local Government Pension Scheme. For a good feel of the School, please look at the Head's Newsletters on the website.

If you think you have the appropriate qualities please visit our website - www.tiffinschool.co.uk - for the Job Description and Person Specification.

Please apply with your CV to Vacancies@tiffin.kingston.sch.uk

Closing date: noon on Monday 15th April

Interviews will be on 18th and 19th April 2024

No agencies please

This School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Successful applicants will be required to undertake an enhanced clearance by the Disclosure and Barring Service and appointment will be subject to online checks and references. Applicants must be eligible to work in the UK. Tiffin School is an equal opportunities employer and its policies, including the need to guard against false assumptions based on an applicant's sex, race, colour, nationality, ethnic or national origins, disability, religion, age, marital status, working pattern, sexual orientation or gender reassignment, are followed at all stages of the selection procedure.