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## Caretaker

Band 4 (FTE £26,047 - £28,078 per annum)

37 Hours per week

Work Pattern : 7.00am – 11.00am and 2.45 pm – 6.15 pm

Part Time may be considered as part of a job share contract

Start Date: September 2025

We are seeking to appoint a dedicated Caretaker who will take pride and assist in the management, maintenance and cleanliness of our school premises. The role requires a person who is proactive, hardworking and motivated. Proven practical maintenance skills and experience of Health and Safety are essential.

The role is varied and requires flexibility and adaptability with a 'can do' approach. The successful applicant will carry out a range of caretaking duties including security and supervision of the site and related equipment, and other caretaking duties including portering, cleaning and maintenance. Supervise Cleaning Staff.

Duties will include: -

- Site security and key holder, including occasional late evening functions and lettings
- Responsibility for site health and safety matters
- Maintenance and cleanliness of the site to include line management of the cleaning team
- Portering
- Liaising with external contractors with the ability to solicit quotations for best value for site works
- Working as part of a hardworking and friendly team

Visits to the school are very warmly welcomed. If you are interested, please contact Jayne Shea on 01708 865663 or by email at [admin@kenningtons.thurrock.sch.uk](mailto:admin@kenningtons.thurrock.sch.uk) to arrange a visit.

## Information about the School

Our Governors and staff are committed to safeguarding children and promoting the well being of everyone within Kenningtons Primary Academy and expect all volunteers and staff to share this commitment. All appointments will be subject to satisfactory references, enhanced Disclosure and Barring Service checks, Safeguarding and medical checks.



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