



John Mason School
Excellence Through Creativity

We are a friendly, caring and inclusive community:

*Proud of our creativity
Passionate about learning
Keen to inspire
Valuing ourselves and each other
Determined to be the best that we can be*

Caretaker/Site Team Member

Salary Grade: Grade 6, point 8 - 13

Annual Salary: £25,992 - £28,163 depending on experience (overtime as required e.g. lettings, school events)

Contract Type: Permanent

Hours of Work: 37 hours per week, 52 weeks per year

Closing Date: Monday 6 January 2025 at 12 noon

Interview Date: Interviews on application. Should a suitable candidate be identified before the closing date, the vacancy may be closed early.

Start: As soon as possible after all necessary checks

We are seeking to appoint a self-motivated, trustworthy, and dedicated Caretaker at John Mason School, a school within the Abingdon Learning Trust.

The successful applicant will work under the supervision of the John Mason Site Manager to support the school in all areas of maintenance, cleanliness, lettings, health and safety compliance and security. The potential candidate would benefit from experience of working as a caretaker and/ or a trade background.

The successful candidate is expected to be able to communicate effectively and would need to be able to use computer software competently. An awareness of safeguarding of policies and practices is essential, and training will be given.

A visit to the school is recommended prior to interview to gain an insight into the school site, role, and responsibilities.

This is an exciting time to join us. As the Trust continues to flourish, your contribution and commitment will be part of that future. If you would like to find out more about the post, please email Jon West, Site Manager via email jwest@johnmason.school.

An application pack is available from our website,

<https://www.johnmason.oxon.sch.uk/joiningus/vacancies/>

CVs alone are not acceptable.

Abingdon Learning Trust is committed to safeguarding children and young people. All post holders in regulated activity are subject to appropriate vetting procedures and a satisfactory Disclosure and Barring Service Enhanced check. The Trust is fully committed to the principles of equal opportunity, diversity and inclusion and welcomes applications from less well represented groups in the school and Trust. Posts in regulated activity are exempt from the Rehabilitation of Offenders Act (ROA) 1974 and all shortlisted candidates will be required to disclose information about their previous criminal convictions. All staff are expected to promote fundamental British values.



John Mason Academy Trust is an exempt Charity and a company limited by guarantee.
Registered in England and Wales: **Company No. 8786136**

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