



Swakeleys School for Girls is a thriving and successful, multi-cultural school in the London Borough of Hillingdon, with our own mixed 6th Form, offering over 30 different courses.

We are over-subscribed, have an excellent climate for learning.

**We are seeking to appoint a Premises Assistant**

Scale 1 scale point range 1-2

Actual salary £16,639 - £16,940

35 hours per week 39 weeks per year

(term time only and Inset days)

We are seeking a hard-working, flexible and well organised person

to join our premises team. Working alongside our premises staff, the duties will be varied from day to day and will include high levels of porterage and basic site maintenance. The ideal candidate will be a good communicator, have a sense of humour and be ready to take on any task that can arise in a busy secondary school.

Full training will be provided

**Hours 8.00 am to 4.00 pm term time plus training days**

Full details including a job description and application form

are available from the school website www. swakeleys.hillingdon.sch.uk

Applicants should complete an application form and email to: applications@swakeleys.org.uk

The closing date for applications is noon on

**Friday 20th September 2019**

We plan to interview as soon as possible after this date.