

**ASSISTANT BUILDING SERVICES SUPERVISOR
FULL-TIME, ALL YEAR ROUND
REQUIRED JANUARY 2025**

**HALL GREEN SCHOOL (AN ACADEMY)
SOUTHAM ROAD
HALL GREEN
BIRMINGHAM
B28 OAA**

Posted: Tuesday 8 October 2024
Dates: Apply by 9.00 am, Wednesday 6 November 2024
Salary: Grade 2, Point 3-8 £22,737.00 – £24,702.00
Location: Birmingham
Contract Type: Full Time
Contract Term: Permanent
Organisation type: Mainstream with Resource Base
Phase: Secondary
Funding status: State Converter Academy since February 2012
Gender: Mixed

Our Governors are seeking to appoint an enthusiastic, reliable, resourceful person with good DIY skills for the effective operation of site services. Responsibilities will include ensuring inside and outside environments are well maintained and meet Health and Safety requirements. Duties will include security of the building and site, portage, grounds maintenance, minor repairs, cleaning, and maintenance. Good organisational and people skills are essential. We are looking for a candidate to start January 2025.

Hall Green School is a very popular, heavily oversubscribed and academically successful 11-16 Converter Academy. We are a highly diverse institution, both ethnically and as a fully accessible mainstream school, attracting pupils from across the city with physical disabilities. We have wonderful pupils who fully contribute to the school's 'caring, nurturing and inclusive culture' described by Ofsted (2019) as 'a welcoming and inclusive school' where 'pupils are happy, and they achieve well' and the 'positive relationships between pupils and staff are a hallmark of the school'.

This is a full-time post working all year round plus any hours required to be banked. You will be working 36.5 hours per week, working rotational shift pattern 1-week early opening, 1-week closing. On occasions, hours may need to be worked flexibly depending on the schools need and could change at short notice. Hours exclude a 30-minute lunch every day.

The successful candidate will be a reliable, enthusiastic and flexible team-player who can communicate well with staff and pupils alike.

Most importantly, we are looking for a candidate who shares the school's approach and commitment to the success and wellbeing of its young people. You are warmly invited to speak to Mrs P Elliott, PA to the Headteacher and to make an appointment to visit the school in action.

This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak and write fluently in English is an essential requirement for this role.

This post is exempt from the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020). This means that certain convictions and cautions are considered 'protected' and do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website: <https://www.gov.uk/government/publications/new-guidance-on-the-rehabilitation-of-offenders-act-1974>

Hall Green School is committed to safeguarding and promoting the welfare of its pupils and expects all those working at the School to share this commitment. If you are shortlisted online searches may be carried out as part of due diligence checks (i.e. Google and Social Media Platforms). The successful applicant will be subject to the following checks: enhanced DBS, Childcare Disqualification (where applicable), a prohibition from teaching (where applicable), qualifications (where applicable), medical fitness, identity and right to work. All applicants will also be required to provide two suitable references.

The closing date for applications is 9.00 am on Wednesday 6 November 2024.

For further details and an application pack please see the school website www.hallgreen.bham.sch.uk or email recruitment@hallgreen.bham.sch.uk.

Please note that all applicants must complete the school's application form only. Any other form of application or CVs alone will not be accepted.