



## Harbour View Federation

### Permanent Site Assistant Required

#### As soon as possible

**Pay Scale – Grade D hourly rate starting at £8.69 per hour (actual salary starts at £13,606)**

We are looking for an enthusiastic and committed person to join our friendly Premises Team across both Hamworthy Park Junior School and Twin Sails Infant School & Nursery. The successful candidate will report to the Federation Site Manager. The hours will be split across the day and candidates will have to be flexible in their approach to working in this role. Normal hours will be 7.00am – 9.00am and 2.30pm – 6.30pm Monday to Friday (30 hours per week). However, there may be a need, from time to time, to attend the site outside of these hours (emergency call outs etc). This is a 52 week a year contract with paid holiday (31 days including Bank Holidays). You will need to be self-motivated and enjoy being in the vicinity of children. Practical skills are essential with good knowledge and experience of buildings and associated trades. Training will be given to the right candidate.

This is an exciting time to become part of Harbour View Federation. Hamworthy Park Junior School and Twin Sails Infant School & Nursery federated in September 2015 to become Harbour View Federation. In September 2016, the federation became a Multi-Academy Trust (MAT) under the dynamic HAMWIC Trust.

#### We can offer you:

- Children who are valued, welcoming and well behaved.
- Friendly, professional and supportive colleagues.
- Schools that will value your well-being and champion your professional development.
- An exciting opportunity for you to be part of Ofsted rated 'good' schools.

If you would like to discuss this vacancy, please contact Jo Lundon, Federation Administration Manager on 01202 677870.

For more details and to apply please visit [www.boroughofpoole.com/jobs](http://www.boroughofpoole.com/jobs). For assistance please call 01202 633054 during council service hours or email [recruitment@poole.gov.uk](mailto:recruitment@poole.gov.uk). We do not accept CV applications.

Closing date: **Midnight on Sunday 21<sup>st</sup> January 2018**  
Interview date: **W/C Monday 29<sup>th</sup> January 2018** (Candidates will receive a phone call and email inviting them to attend if shortlisted)  
Start date: As soon as possible

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*Every Child, Every Day, Every Possibility*

Harbour View Federation is proud to be part of the Hillary Trust

