



St. Bernard's Catholic High School
Herringthorpe Valley Road
Rotherham
S65 3BE
Tel: 01709 828183
<https://www.sbch.org.uk>

Job Title: Site Assistant

Contract: Part time 20 – 25 hours per week, permanent

Start Date: ASAP

Salary: Band D, point 5

Reporting to: Site Manager

Closing Date: Thursday 12th September @ 12pm

Interviews: W/C 16th September 2024

St Bernard's Catholic High School is a popular and over-subscribed 11-16 academy in Rotherham. We are a Catholic Academy, part of the St Francis MAT, with a wide catchment area, welcoming students of all faiths and denominations.

The Governors of St Bernard's Catholic High School are seeking to appoint a Site Assistant on a permanent, part time basis (20 -25 hours per week, shift pattern, between the hours of 6.00am – 6.00pm). You will be required to have a flexible approach to meet the needs of the school and willing to undertake occasional weekend and evening work.

Your experience should include:

- Site Security
- Health and Safety
- Repair and Maintenance
- Basic IT knowledge
- Working on your own initiative but also as part of a team

Visits to the school are warmly welcomed by prior arrangement with the Site Manager.

How To Apply:

For an application pack please visit [stfcmat/vacancies](https://stfcmat.org.uk/vacancies) or www.sbch.org.uk/menu/vacancies or contact Amanda Hallford, Finance & Operations Officer on 01709 828183. Completed application forms should be returned to Amanda Hallford, St Bernard's Catholic High School, Herringthorpe Valley Rd, Rotherham, S65 3BE or email ahallford@sbch.org.uk



Tel: 01709 914070 | Email: adminstfrancis@hallam-diocese.com | www.stfcmat.com
Registered Office: The Old Grammar School, 13 Moorgate Road, Rotherham, S60 2EN



Please Note:

Only completed Catholic Education Service application forms will be accepted.

The closing date for receipt of completed application forms is: **Thursday 12th September 2024 at 12pm.**

Interviews will be held on: W/C 16th September 2024

NB: if successful for interview, references will be required prior to this date.

St Bernard's Catholic High School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be required to complete a DBS form in line with Section 115 of the Police Act 1997.

