



**STEP Premises and Estates Manager**  
**Grade 12 For Outer London rates this is points 42 (£38,538) to 44 (£41,435).**

**INTERNAL APPLICANTS ONLY**

**36 hours per week all year round**

## **Passion – Urgency – Positivity – Aspiration – Commitment**

STEP Academy Trust is seeking to recruit a Premises and Estates Manager to join our Premises and Estates Team in a supportive, mission and values driven organisation.

This new post will ensure the continued physical and environmental improvement of our Academies. The successful candidate will work with teams across East Sussex and South London ensuring all areas are safe and inviting. A knowledge of Health and Safety guidelines and legislation is essential.

You will lead a site management matrix team comprised of staff across 14 academies and will liaise closely with staff to ensure a programme of improvements including redecoration is undertaken throughout the year.

STEP Academy Trust currently has academies in South London and East Sussex and therefore the use of your own vehicle is essential.

If you would like to an application pack, please contact Cheryl Gilbert, Company Secretary - [cheryl.gilbert@stepacademytrust.org](mailto:cheryl.gilbert@stepacademytrust.org)

Completed application forms with supporting statements addressing the criteria should be returned by email to Cheryl Gilbert at the email address above.

Closing date: Friday 25 May 2018 at 12 noon

Interviews: Tuesday 5 June 2018

We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expect all staff and volunteers to share this commitment.

This post is subject to an Enhanced DBS check and satisfactory references.

**CVs are not accepted**