



STEP ASSOCIATE MULTI SITE MANAGER

BENEDICT ACADEMY/PARK ACADEMY ANGEL OAK ACADEMY/TURNHAM ACADEMY

**Grade 7 Scale Points 23-25 Outer London (£30,585pa – £31,557pa)
36 hours per week all year round**

Passion - Urgency - Positivity - Aspiration - Commitment

We are looking to appoint two outstanding Associate Multi Site Managers who are willing to go the extra mile to provide our children with an outstanding learning environment.

Duties include:

- Liaising daily with the Multi Site Manager on caretaking issues.
- Supervision of the cleaners and the cleansing service of the Academy.
- Ensuring the security of the Academy premises.
- Opening and closing the Academy, including during unsocial hours following meetings.
- Light maintenance/ repairs.
- External cleansing of hard standing areas.
- Meeting contractors on site and instructing re necessary work.
- Accepting deliveries.
- Supporting other academies within STEP Academy Trust if necessary.
- Helping to maintain the internal and external fabric of the Academy premises as a safe working environment.

The Job Description and Person Specification fully outline the requirements of this post and can be found on our website - www.stepacademytrust.org . Supporting statements written in line with the Person Specification should be returned by email to Robert Bebe, STEP Senior Premises & Estates Manager – Robert.Bebe@stepacademytrust.org

STEP Academy Trust believes that its workforce should reflect the local community and that all groups within the community should have equal access to the Trust's employment opportunities. We are an equal opportunities employer and welcome applications from all suitably qualified persons regardless of their race, sex, disability, religion/belief, sexual orientation or age. Applicants must hold the right to work in the UK.

Closing date: Friday 23 July 2021 at noon.

Interviews: Week commencing Monday 26 July 2021

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.

CVs are not accepted.