

The Heights Primary School

The Heights Primary is an outstanding school in the Caversham Heights community which opened in September 2014. It currently has 352 pupils from Reception to Year 6.



We are now recruiting for a:

Site Manager

37.5 hours per week; 52 weeks per year
Annual Salary Range £22,681 - £25,042

The Governors are seeking to employ a flexible and committed Site Manager, to join our enthusiastic, well-established and thriving team of staff. The Site Manager will report to the School Business Manager and will be responsible for the operation, maintenance and security of the school site and buildings. This will involve ensuring that the school's premises and site are compliant with health and safety requirements and that all facilities and equipment are well maintained.

The job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which the post holder will be required to work.

There is the potential for the right candidate to progress to the role of Facilities Manager with increased management responsibility and an associated pay rise.

We are keen to receive applications from proactive and driven individuals who can demonstrate experience of working in a similar environment and who want to join us on our journey as we move to our permanent site. Training will be available.

If you have the enthusiasm and commitment to contribute to the ongoing development of our successful, friendly and supportive school, we would like to hear from you.

For an application pack please visit the school website or contact Caroline Hoyle at recruitment@theheightsprimary.co.uk

Please note that CVs are not accepted.

Closing date: 10am – Wednesday 24th March 2021
Interviews: Week commencing 29th March

Headteacher: Mrs Karen Edwards
Address: 82 Gosbrook Road, Caversham, Reading, RG4 8BH
Phone number: 0118 357 0123
E-mail: recruitment@theheightsprimary.co.uk
Website: www.theheightsprimary.co.uk

The Heights is fully committed to safeguarding and promoting the welfare of children and young people. This post is subject to an enhanced DBS check.