



We are His body, living and learning as one.

---

## **Assistant Facilities Manager**

Role: Assistant Facilities Manager

Salary: Grade 5 scp. 13-19 £26,873 - £29,777

Hours: 35 hours per week, all year round

Required: As soon as possible

Contract: Permanent

**Closing Date: Thursday 22<sup>nd</sup> February 2024 at 12 noon**

**Shortlisting: Friday 23<sup>rd</sup> February 2024**

**Interviews: Tuesday 5<sup>th</sup> March 2024**

Corpus Christi Catholic Academy wishes to appoint an Assistant Facilities Manager to work at All Saints Catholic College in Tameside<sup>1</sup> to support the Site Manager and Business Manager in the delivery of cleaning and maintenance.

### **The successful candidates will:**

- To be responsible for the security of specified areas and maintenance of equipment.
- To support the Site Manager in ensuring the effective security within the school and its environment, including emergency call-outs and contribute to the on-call rota as appropriate.
- To be aware of, comply with and ensure that all policies and procedures relating to Health and Safety and security, confidentiality are adhered to, for self and others, reporting all concerns to an appropriate person.

### **We can offer the successful candidate:**

- An opportunity to work within a welcoming and enthusiastic environment with wonderful children, supportive staff, governors and parents
- Close links and group support from other schools in this forward thinking Catholic multi-academy trust in this exciting time in our development
- An opportunity to be part of a team of dedicated, talented and hardworking individuals
- Entry into the Local Government Pension Scheme which is one of the most competitive on the market, with employer contributions of 18.5%
- A true commitment to Continuing Professional Development with access to a library of on-line training courses and fully accredited qualifications and opportunities to access other relevant paid training.

Please note that whilst the successful candidate will be appointed to a particular school within the Trust, the Trust reserves the right to deploy staff at any of its schools depending on need, where agreement is reached with all parties

- A range of employee benefits which support your well-being that includes:
  - A confidential Employee Assistance Programme which is extended to members of your family
  - A Health Cash Plan which is paid for by the Trust and gives access to a range of benefits which include covering the costs towards optical, dental, alternative therapy treatments, health screening and discounted gym memberships and a large range of retail discounts. Some benefits are also available to family members
  - Flu vaccination clinics
  - Eyecare Vouchers

Prospective candidates are warmly invited to visit the school and meet with the School Business Manager. Please contact Lisa Jones on [ljones@allsaintscatholiccollege.com](mailto:ljones@allsaintscatholiccollege.com) to make arrangements.

If you would like to apply for the position, application packs are available from the Trust's website [www.corpuschristitrust.co.uk/vacancies/](http://www.corpuschristitrust.co.uk/vacancies/). You should complete the CES Support Staff Application Form and return it by e-mail to [recruitment@corpuschristitrust.co.uk](mailto:recruitment@corpuschristitrust.co.uk). You will need to read the Application Form Notes, Privacy Notice, Job Description, Person Specification and Disclosure Form.

Corpus Christi Catholic Academy Trust is an Equal Opportunities employer and we positively welcome applications from all candidates regardless of age, disability, religion, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, sex and sexual orientation.

The Corpus Christi Catholic Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The post will be subject to enhanced DBS and barred list checks, satisfactory references, health checks, satisfactory online/social media checks, and appropriate overseas checks (where applicable) and will be exempt from the provisions of the Rehabilitation of Offenders Act 1974. The applicant will be required to safeguard and promote the welfare of children and young people.

Applicants are advised that schools and colleges designated with a religious character in England and Wales are permitted by law to require certain posts to be filled by practising Catholics or individuals who hold a Catholic Certificate in Religious Studies. Where it is not a requirement of the role to be a practising Catholic, applications are invited from individuals committed to supporting the Catholic ethos of the school.

It is not a requirement of this role to be a practising Catholic and therefore, applications are invited from individuals committed to supporting the Catholic ethos of the school.

Please note CVs and agency referrals will not be accepted

---

Please note that whilst the successful candidate will be appointed to a particular school within the Trust, the Trust reserves the right to deploy staff at any of its schools depending on need, where agreement is reached with all parties