



DANES EDUCATIONAL TRUST

FACILITIES MANAGER ST CLEMENT DANES SCHOOL

37 hours per week (Full Time)

H9 to M1 28 - 36 £31,371 - £38,813 + £874 fringe allowance (dependent on experience)

Required ASAP

We are seeking a **Facilities Manager** to join our team at St Clement Danes School in Chorleywood on the Herts/Bucks border.

We would like you to have:

- Excellent interpersonal and organisational skills
- Experience of building maintenance
- Ability to manage and develop a team
- Ability to take initiative and prioritise work effectively
- Ability to communicate effectively with a wide range of stakeholders including staff, students, governors and contractors
- Positive outlook and the ability to work well as part of a team
- Appreciation of the needs of teachers and students
- Driving Licence
- IT literate and willingness to embrace new technology to improve efficiency
- Experience of working in a school environment in a similar role
- Experience of facilities management
- Experience of generating income from lettings management
- A natural aptitude for to model the Trust's core behaviours – *'We display transparency, kindness and respect in all our interactions with others, and support each other in all our endeavours. We are tenacious in our desire to make the difference together'*.

We can offer:

- A permanent, full time contract of 37 hours per week
- The opportunity to re-train for this role, for candidates with the right transferrable skills.
- A positive working environment within an outstanding, 'World Class' school
- The support of a highly professional and committed staff team and the opportunity to expand your professional networks beyond the Trust through our external partnerships
- The opportunity to develop your career within an expanding multi academy trust with a track record of excellent student attainment and achievement
- Exceptional professional development opportunities

St Clement Danes School, an Outstanding school on the Herts/Bucks border, recently awarded 'World Class' status and Croxley Danes School, a new secondary school which opened in September



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2017, are part of the Danes Educational Trust. They were joined by two further schools in the Hatfield/Potters Bar area, Chancellor's School and Onslow St Audrey School during the Summer. If you would like to join a high performing, supportive and friendly staff team, we would like to hear from you. The Trust is committed to safeguarding children and young people.

All post holders are subject to a satisfactory Disclosure and Barring Service (DBS) check.

How to make an application:

- The full job description and an application form can be downloaded from the school website
- Applications to be sent to Mrs D Gamble (Recruitment Manager) by 10am on Thursday 21st November 2019
- Please include a covering letter and completed application form with the contact details of two referees.
- The school reserves the right to close the advert early should a suitable applicant be found; therefore, early application is advised.

Websites:

www.stclementdanes.org.uk

www.daneseducationaltrust.org.uk

E-mail: recruitment@daneseedtrust.org.uk

Address: Chenies Road, Chorleywood, Hertfordshire WD3 6EW

Tel: 01923 589699