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| **Vacancy Details** | |
| Salary: | **£24,027 - £25,992 (point 3 – 8)** |
| Hours: | 36.50 hours per week (not including 30 minutes lunch) |
| Location: | King Edward VI Handsworth Wood Girls’ Academy |
| Closing date: | Monday 2 December 2024 |
| Interview date: | TBC |
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| **About the Vacancy** | |
| An opportunity has arisen to join King Edward VI Handsworth Wood Girls’ Academy as a Site Assistant. As a member of the Site Maintenance Team, the successful candidate will support the Academy Site Manager and the Estates and Facilities Manager, contributing towards providing an effective and efficient site support service. You will be responsible for the day-to-day operational management, safety and security of the school site, in addition to being responsible for ensuring the school is well-maintained and is a safe and secure site for all users. Knowledge and the ability to undertake routine maintenance, repairs and cleaning is essential.  The Site Assistant is responsible for either opening or closing the school. The current requirement would be for the successful candidate to open the school at 7am, however, there may be occasions when closing the school will be required.  This will be an exciting time to join the school as we are currently in the middle of a two year programme rebuilding the school and developing the grounds to include a new sports block and multi use games area.  The successful candidate will be fully supported in their career and professional development through a vast programme of CPD provided by the academy.  King Edward VI Handsworth Wood Girls’ Academy is an 11-18 comprehensive school in the north-west of Birmingham. Our student intake is from a variety of ethnic backgrounds, making for a very harmonious and happy school. We truly believe that high aspirations can transform the life chances of our students; underpinned by our drive to develop in our students the universal values of Scholarship, Character and Community. | |
| **About the Academy Trust** | |
| The King Edward VI Foundation, Birmingham, is a progressive charitable organisation which has supported excellence in education across the City since 1552. Our schools are diverse in nature but have a common purpose and commitment to achieving our mission of “making Birmingham the best place to be educated in the UK”.  Our Academy Trust currently consists of two independent schools, six selective, and five non selective academies. Our recent expansion into a wider diversity of local communities is enabling us to accelerate our strategies for improving the life chances of young people in Birmingham, whatever their background.  The King Edward VI Academy Trust Birmingham (“the Academy Trust”) was established in 2017 and is made up of the academies outlined above. The academies receive back office central support services including governance, from the Foundation Office (a central support services function), with several staff being seconded from the Foundation to deliver support services to the Academy Trust and the academies themselves.  Our highly focused five-year strategy aims to build on our existing strengths and heritage and deliver our ambitious growth strategy which aims to bring in a further five academies over the next five years. | |
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| **How to Apply** | |
| Further details and application forms can be downloaded from the website (<https://www.hwga.org.uk/the-academy/staff/vacancies/>). Applications can only be considered if they are on an Academy Trust application form. Completed application forms to be returned to [recruitment@hwga.org.uk](mailto:recruitment@hwga.org.uk). Early application is encouraged as we will review applications throughout the advertising period and reserve the right to close the advert early.  Please note an online search will also be carried out as part of due diligence on all short-listed candidates.  This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced DBS check is required for all successful applicants. | |
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| *The Schools of King Edward VI in Birmingham is an educational charity supporting eleven schools and is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants will be required to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS).*  *This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak fluent and spoken English is an essential requirement for this role.*  *CHARITY NUMBER: 529051* | |