



Sandringham School is a high performing and extremely popular Outstanding School situated in the picturesque city of Saint Albans, conveniently located just 20 minutes by train from London.

**Assistant Caretaker**  
**Salary H3**  
**25 hours per week, term time only**  
**Starting September 2022**

We are looking for a hardworking and reliable Assistant Caretaker to join the school's outstanding premises team. This role is for 25 hours a week, 38 weeks a year and is initially fixed term until July 2023. We are looking for a candidate who is able to work 16:00 – 20:00 as core Hours, plus ideally including 1-Evening Lock-Up and 1 in 6 Saturdays. Duties include security and maintenance of the school site including decorating, DIY tasks, general portorage and representing the school to external hirers. The successful candidate will be required to undertake relevant health and safety training.

**Application Deadline: Tuesday 31<sup>st</sup> August 2022.**

If you would like further information regarding this position please contact Paul Chandler, Campus Manager, email: [paul.chandler@sandringham.herts.sch.uk](mailto:paul.chandler@sandringham.herts.sch.uk)

**Prospective candidates are encouraged to submit their applications as soon as possible** as the school reserves the right to close the advert should we feel able to appoint an appropriate candidate.

**Applications should be sent to: Kate Ward, HR Manager, email [appointments@sandringham.herts.sch.uk](mailto:appointments@sandringham.herts.sch.uk)**

**We cannot accept CVs for this position - please use the school application form only**

Sandringham School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. This post is subject to an enhanced DBS check and references. We are strongly committed to promoting equality of opportunity and the elimination of unlawful discrimination.