

**Great and Little Shelford CE (A) Primary School**  
**Church Street,**  
**Great Shelford,**  
**Cambridge CB22 5EL**  
**Tel: 01223 843107**  
**Email: [office@shelford.cambs.sch.uk](mailto:office@shelford.cambs.sch.uk)**

Headteacher: Mr. Christopher Grey  
Number on role: 205

CARETAKER (permanent position)  
Required as soon as possible

Salary: Level 3 Scale 1D pt 11 (£8.82 per hour)  
20 hours per week (7:00am to 11:00am – Monday to Friday) 52 weeks (with holiday entitlement)

The successful candidate will be reliable, hard-working and flexible.

Core responsibilities will include:

- unlocking the premises at the beginning of day;
- organisational tasks;
- routine safety checks and basic repairs;
- grounds maintenance;
- dealing with deliveries;
- designated key-holder when alarms are triggered out of hours;
- liaison with contractors;
- maintenance of swimming pool in summer term.

Further details and application packs are available from the school office at the above address. Visits to the school, by appointment with the Headteacher, are warmly encouraged.

The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will undertake an enhanced DBS check.

**Closing date:** Noon on Monday 4<sup>th</sup> February 2019