



**Building Site Manager  
Tiverton Academy**



**Salary Range**

Grade 3 - £26,409 to £32,654 (dependent on experience). Permanent, full-time, all year-round contract.

**Job Hours**

36.5 hours – Monday to Thursday 8.00am - 4.00pm, Friday 8.00am - 3.00pm. Annual leave to be agreed with the management team.

**Job Information**

If you have experience of maintenance work, site management and are keen to provide a forward thinking and excellent environment for learning at Tiverton Academy, we would like to hear from you. We are looking to appoint a Site Manager with good practical, organisational, communication and people skills who can work on their own initiative and be a supportive member of the team.

We are looking for someone who:

- Is reliable, hard-working, self-reliant, flexible and highly motivated.
- Works to high standards of cleaning and maintenance.
- Be able and willing to identify and complete minor repairs, general maintenance (including painting) and have a passion for DIY.
- Is well organised, with good time management and can manage fixed deadlines.
- Carry out statutory checks and complete relevant paperwork ensuring compliance. Be proactive over Health and Safety issues.
- Will be responsible for maintaining site security, which may include locking up and opening the school site, setting alarms and being a key holder as and when required
- Is committed to making a difference to our children, families and community

We can offer you a happy, supportive working environment as well as a wide range of professional development opportunities. This school is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The successful candidate will be subject to necessary pre-employment checks, including: an enhanced DBS; Childcare Disqualification (where applicable); qualifications (where applicable); medical fitness; identity and right to work. All applicants will be required to provide two suitable references.

Informal visits are welcomed - please ring the school on 0121 464 3125 to arrange.

Further details information can be found on our school website [www.tiverton.bham.sch.uk](http://www.tiverton.bham.sch.uk) or email [ateasdale@tivertonacademy.org](mailto:ateasdale@tivertonacademy.org)

All completed application forms to be submitted by email to [ateasdale@tivertonacademy.org](mailto:ateasdale@tivertonacademy.org)

**Closing Date: Friday 31st January 2025 at 17:30 Interview date: Thursday 13th February 2025.**

*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.*

**Tiverton Academy is a proud member of The Elliot Foundation MAT and works closely with colleagues across our academies and the central team.**