

***Theale C of E Primary School, Englefield Road, Theale, Reading, Berks RG7 5AS  
(0118 930 2239)***

Are looking to appoint a  
**SCHOOL CARETAKER**  
for our Outstanding school  
Required: as soon as possible

Grade D - £24,790 - £26,409 (dependent on experience)

Full time: 37 hours per week  
Occasional overtime

The position requires someone who is a team player, hardworking, trustworthy, approachable, conscientious and proactive. The candidate will work closely with the School Business Manager in achieving high standards.

A full job description and person specification is available on our website but responsibilities will include:

- Security and key holding duties, including call outs, lettings and emergency cover.
- Supervision and management of contractors including cleaning.
- Grounds maintenance and management of all ground development programmes.
- Carry out all minor repairs and maintenance work on the site.
- Management of all aspects of site Health and Safety.

**The successful candidate must hold a Full Clean UK Driving Licence.**

Visits to the school are very welcome.

Application packs are on the school website: [www.thealeprimary.co.uk](http://www.thealeprimary.co.uk)

Send completed forms to: [hpa@theale.w-berks.sch.uk](mailto:hpa@theale.w-berks.sch.uk)

**Applications will be considered upon receipt, after which suitable candidates will be invited to interview**

Closing date: **Monday 24<sup>th</sup> March 2025**

Interviews: **Monday 31<sup>st</sup> March 2025**

This school is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All shortlisted candidates will be asked to complete a criminal records self-disclosure form and successful candidates will be subject to disclosure and Barring Service (DBS) checks along with other relevant employment checks.