



**Edwinstree Middle School**  
A Voluntary Controlled Church of England School

**Urgently Required**

**Trainee Site Assistant**

25hrs Hours Per week  
(Term Time only + Overtime)  
Salary H1.2 (£23,656 Pro Rata)  
(£12.27 phr)

**An opportunity has arisen to join our forward thinking, school. We are seeking, self-motivated, hardworking and dependable, Trainee Site Assistant.**

If you have the skills and enthusiasm to join this thriving school, you will be:

- Working in a successful friendly Middle School
- Working as part of a supportive team of hardworking staff committed to excellence
- Offered opportunities for training and development
- In an excellent environment situated in rural Hertfordshire, less than an hour from central London

The successful candidate will:

- Be responsible for the security of the school buildings, site and resources, including the daily locking of the school.
- Undertake a regular work schedule to maintain a high standard of tidiness, cleanliness and safety within the school premises and site.
- Undertake portorage duties including the movement of furniture and equipment within the school.

We are committed to safeguarding and promoting the welfare of children and we will require the successful applicant to complete an enhanced DBS check, we will also need to obtain references in advance of any candidate short-listed for interview.

**To apply, please download an application form from our website [www.edwinstree.herts.sch.uk](http://www.edwinstree.herts.sch.uk) or to find out more, please contact the School by telephone on 01763-271446.**

**Closing date:** 24/1/2024  
**Interviews:** TBC