



**Park Community School, Middle Park Way, Havant, Hampshire PO9 4BU**

## **SITE ASSISTANT**

37 hours per week, 52 weeks per year

On a rolling shift rota which includes daytime, evenings and weekends

Salary: Grade B (£18,887-19,208) plus 14% shift allowance

Initially offered on a fixed term contract of one year

We have an opportunity for a Site Assistant within the school's site team.

Much more than just a school, we offer community events at weekends and evenings, meaning that we need to cover a range of shifts. As a member of the site team, you will be working on a rolling rota (for example, Early Shift / Day Shift / Mid-Late Shift and Late Shift) to ensure cover throughout the week from 06.30 to 22.30.

Our aim is for the school site to be at "five-star hotel standard" at all times.

The role will involve opening, closing and alarm setting, portering, carrying out break, lunch and gate duties, responding to maintenance issues, ensuring that the animals are well cared for (including cleaning, feeding and watering), conducting health and safety checks, STP maintenance, litter duties, school vehicle and grounds maintenance, and invigilating if required.

You will have a current driving licence and will ideally be MIDAS qualified, or otherwise, be prepared to undertake this qualification, so that you can transport staff and students to our other school sites and on school trips.

We would also require you to hold a First Aid Certificate or be prepared to undertake this. You need to be computer literate and able to manage emails.

In return, we offer a fantastic working environment, a range of employee benefits and the opportunity to make a difference in a fast-paced and ambitious school.

To apply for this position, please download a Support Application Form from [www.pcs.hants.sch.uk](http://www.pcs.hants.sch.uk) or e-mail [recruitment@pcs.hants.sch.uk](mailto:recruitment@pcs.hants.sch.uk) to request an application form. We look forward to hearing from you.

**Closing date: Monday, 11 April 2022**

**Interviews: TBA**

Park Community School is committed to safeguarding children and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All successful candidates will be subject to Enhanced DBS check along with other relevant employment checks.

In promoting equal opportunities, the school welcomes applications from all sections of the community.