

# CHALKHILL PRIMARY SCHOOL

Barnhill Road - Wembley - Middlesex - HA9 9YP



*'Learning together to aspire and achieve.'*

**Telephone :** 020 8904 4508

**Website:** <https://www.chalkhillprimaryschool.uk/>

**E-Mail:** [admin@chalkhill.brent.sch.uk](mailto:admin@chalkhill.brent.sch.uk)

**Follow us on Twitter:** @Chalkhillschool

**Interim Head teacher:** Mrs Heidi Shanker

## **ZERO HOUR CARETAKER/CLEANER MAINTENANCE ROLE TO COVER HIRE OF PREMISES**

The Governing Board of Chalkhill Primary School are looking for a committed and conscientious person to cover a caretaker/cleaning maintenance role during any letting of the premises.

We need a competent person who is able to work in a Caretaker/Cleaner Maintenance role:

1) Term time hour:

Part-time evening (anytime from 4.30pm to 11.00pm)

And/or Saturday (anytime from 9.00am to 11.30pm.

And/or Sunday (anytime 9.00am to 11.00pm)

2) School Holidays:

Anytime between 8.00am to 11.00pm Monday to Friday And/or

Anytime between 8.00am to 11.30pm Saturday.

And/or anytime between 8.00am to 11.00pm Sunday



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You will be required to manage our evening, weekend lettings and school holiday hire. The duties include opening and closing the premises, maintaining the alarms, setting up the premises at the start of the letting and cleaning at the end of the hire, ensuring the site is secure at the end of the letting and ready to be used the next day.

You will also be required to undertake our safer recruitment process, which includes.

- Undertaking a DBS check and satisfactory references.
- Overseas check (if applicable)
- Safeguarding training
- Health & safety training

**Job Types: Part-time, zero-hour contract**

**Deadline date : 16/02/2024**

**Interview date: TBC**

**Start Date: TBC**

**Please download the application form and supporting documents from the school website.**

Visits are warmly welcome. Please contact the school office on 0208 904 4508 to make an appointment or email the bursar at [admin@chalkhill.brent.sch.uk](mailto:admin@chalkhill.brent.sch.uk).

Chalkhill Primary School is committed to the welfare and safety of its pupils and expects all staff to share this commitment. The successful candidate will be required to undergo the necessary Disclosure & Barring Service (DBS) checks.