



Wheelwright Lane, Coventry

**Site Manager**

36.5 hours per week

Pay: £20,903- £23,541.00

The Warwickshire Academy, part of the Thrive Education Partnership, is our brand new, co-educational SEN provision in Warwickshire. The school will have a capacity of up to 80 young people between the ages of 8 and 19, the majority of whom will be in the secondary provision. The school will include a full-size hall, MUGA, and specialist classrooms for science, food technology, DT and art.

The Academy Site Manager is responsible to the Office Manager for the day-to-day premises related functions, including buildings and grounds maintenance, security, lettings, cleaning and liaising with contractors. To ensure that the academy gives a positive first impression to all users of the academy site and that pupils, staff, visitors and contractors can work in it effectively and safely, working with the Office Manager to ensure compliance with legislation and guidance.

To be responsible for organising maintenance and cleanliness of the school site

The Site Manager will operate with due regard to health and safety policies and legislation and will ensure the efficient and effective operation and development of the school site.

Application forms and details can be obtained via the Thrive Education website [www.thrive.ac/vacancies](http://www.thrive.ac/vacancies)

Completed forms should be sent by email to [vacancies@wa.thrive.ac](mailto:vacancies@wa.thrive.ac)

Closing date: Thursday 14<sup>th</sup> October 2021

To discuss this vacancy please contact Office Manager, Katrina Jones on 07749856793.

The Warwickshire Academy is committed to safeguarding and all staff appointments are subject to reference and enhanced DBS check.