SELBY HIGH SCHOOL

A Specialist School for the Arts and Science

PREMISES OFFICER

Salary Grade CD £25,614 - £26,847 (Pro Rata) £12,807 - £13,423 (actual)
Part time - 18.5 hours per week on a shift system, all year round

We are looking to employ a dedicated Premises Officer to provide a high quality service, supporting our Facilities Manager in ensuring our school buildings and grounds are maintained and run efficiently.

The successful candidate will form part of our premises team who take pride in maintaining our buildings and grounds and ensuring a secure and safe environment.

You will need experience of building maintenance with the ability to carry out routine, planned and emergency repairs and maintenance whilst having a good understanding of health and safety within the workplace. A flexible approach to working arrangements is essential as a shift system is in operation between the hours of 6.30 am – 8.00 pm Monday to Friday and also includes some Saturday morning work, on a rota basis.

We offer extensive training opportunities for our support staff, which may lead to other employment within the school.

In addition to your salary, we offer an excellent Employee Wellbeing package, supporting physical, mental and financial health and wellbeing.

We are committed to meeting the needs of our diverse community and aim to have a workforce reflecting this diversity. We are also committed to safeguarding and promoting the welfare of children, young people and adults. We have a robust child protection policy and all staff will receive training relevant to their role at induction and throughout employment at the school. We expect all staff and volunteers to share this commitment. This post is subject to satisfactory references and enhanced Disclosure and Barring Service criminal records check for work with children. An online search may be undertaken for shortlisted candidates as part of the recruitment process on information available in the public domain. Candidates should disclose anything that may be relevant in line with Keeping Children Safe in Education.

Further details and application forms are available from our school website at www.selbyhigh.co.uk or from Caroline Airth, PA to the SLT, Selby High School, Leeds Road, Selby, North Yorkshire YO8 4HT. Tel: 01757 244833 or e-mail admin@selbyhigh.co.uk

Closing Date: 3pm Friday 27th November 2026