

Founded 1642



New Hall School

Catholic independent HMC boarding & day school (1-18) for 1,500 students
The Avenue, Boreham, Chelmsford, CM3 3HS

Due to expansion, the School requires, from January 2022 or earlier:

Business Manager

£42,865-£48,988pa (NHC44-50)

Excellent benefits, including two-thirds School fee remission

Full time, 35 days' holiday, including bank holidays

An exciting and rewarding opportunity exists for an experienced person to join the School and play an important role in developing and maintaining a profitable commercial lettings business on a year round basis. The postholder will be responsible for a range of School operations, ensuring these deliver excellent service.

The successful candidate will be a highly motivated and goal-orientated individual, with an ability to build a network of strong relationships. They will demonstrate experience in managing facilities, directing resources and optimising opportunities to generate revenue.

New Hall is committed to increasing the number of staff from ethnic minorities, across all roles and at all levels, to reflect our diverse student population. Applications from practising Catholics are particularly welcome. Our Equal Opportunities Policy can be found on our website.

Closing Date: Midday, Wednesday 6 October 2021

JOB ID: NH0262

For further details & an Application Form, please visit: www.newhallschool.co.uk/job-opportunities or contact a member of the HR Department on 01245 467 588

New Hall is committed to safeguarding pupils. There will be an enhanced DBS check prior to appointment.

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