



**Hawthorn Avenue
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Headteacher: Paula Pemberton BA(Hons)

date as postmark

Dear Colleague

Thank you for your interest in the position of Cleaner at Hazelmere Junior School.

We have two vacancies, commencing as soon as possible, for 10 hours per week for 40 working weeks per year (which is inclusive of two weeks during school closure periods).

Hours of duty are 3:15 – 5:15 p.m. daily during term-time with the flexibility to condense hours during school closure periods. The pro-rata salary is £4,086 per annum

We are looking to appoint reliable and flexible cleaners to join our friendly Premises Team. You will need to provide an efficient and effective cleaning service to maintain the high standards of cleaning throughout the school. This is a manual role and candidates are advised that duties are physically demanding.

Ideally, the successful candidate will have:

- experience of general cleaning
- awareness of basic Health and Safety Procedures
- ability to work alone and as part of a team

Our Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

The closing date for applications is Friday, 14th June at 12:00 noon. We will be reviewing candidates upon receipt of application. If you do not hear from us by Friday, 21st June then please assume that your application has been unsuccessful on this occasion

Yours sincerely

Ms P Pemberton
Headteacher

