



Premises Manager

Permanent, Full-time post (40 hours per week, Monday to Friday)

Annual Salary: £30,187 to £32,298 per annum inclusive of all allowances, subject to pay review (salary depending on experience)

I CAN Centre with Meath School, Ottershaw, Surrey

We are looking for an experienced premises manager to provide leadership and management of the school's domestic, catering and operations functions. As Premises Manager, you will provide site development and management for the school ensuring the premises are cleaned and maintained to a high standard. You will have overall responsibility for security and health and safety to ensure that the organisation provides a safe environment for all users and is compliant with legislation. You will also provide sustainable and cost effective planning to optimise energy and maintenance costs.

If you are energetic, creative, flexible and have a positive work ethic, then this role may be just what you are looking for. The successful candidate will thrive in their work which will in turn make a critical contribution to our pupils and staff.

You will receive a comprehensive induction programme, excellent training, and support from your colleagues across the school and the charity.

I CAN's Meath school is a three times outstanding special school committed to the highest quality integrated education, therapy and care. Our school is a non-maintained day and residential school for pupils aged between 5 – 11 years, who have severe and complex speech, and language disorders (including high functioning autism) with associated learning and/or behavioural difficulties.

To apply, please download the full candidate pack from www.ican.org.uk/jobs or email SBM@meath-ican.org.uk. All applicants must send their CV and a covering letter to apply. If you are shortlisted for interview, you will be required to submit the application form in the candidate pack.

For an informal discussion about the role please contact Louise Etheridge, Interim School Business Manager on 01932 877912

Closing date: 9am, 17 June 2019

Interviews: 20 July 2019 at Meath School

I CAN is the children's communication charity. We are experts in helping children develop the speech, language and communication skills they need to thrive in a 21st century world.

I CAN is committed to equality of opportunity in employment and the safeguarding and welfare of children. We carry out the appropriate vetting and verifications on all staff and this post is subject to an enhanced DBS check.

Registered Charity Number 210031; Scotland Charity Number SC039947