

## **School Janitor (Full time, permanent)**



**ST  
COLUMBA'S  
SCHOOL**

There is an opportunity for a Janitor to join our Facilities team at St Columba's School in Kilmacolm.

St Columba's is an HMC, non-denominational School founded in 1897.

### **Job Description:**

- Security of the premises and its contents, including key-holder responsibilities
- Responding to fire and intruder alarms
- Carrying out minor repairs/maintenance as required
- Handling deliveries
- Weekly/monthly testing of fire alarms, water hygiene, emergency lighting and external buildings and structures
- Flushing of water systems
- Monitoring of and assisting contractors on site
- Grounds Maintenance
- Monitoring of Heating Systems
- General Janitorial/Handyman Duties

### **Essential skills/attributes:**

- Reliable and punctual
- Good organisational and communication skills
- IT literate
- Smart appearance
- Ability to take own initiative, to take responsibility where necessary and to work as part of a team
- Full Driving Licence (D1 Class desirable)

### **Terms of Employment:**

- Salary - £28,746
- 42.5 hours per week. 9.30am to 6.30pm, Monday to Friday
- Applicants must be willing to work evenings/weekends as required.

**The successful candidate must join the Protecting Vulnerable Groups (PVG) Scheme or undergo a PVG Scheme Update check.**

To apply, please complete electronic application form available from school website, which will contain names and contact details of two referees.

**Closing date: Friday 18<sup>th</sup> September**