Cheshire Academies Trust
Inspiring hearts and minds

Boughton Heath Academy
Here, children thrive...

Becketts Lane, Boughton
Chester CH3 5RW

Email: admin@boughtonheath.cheshire.sch.uk
Tel: 01244 732000

Site Maintenance Officer (Part-Time) – Vacancy

Hours of Work: 7.30am to 10.30am (Monday to Friday), 39 weeks per annum

Salary: Grade 5, SCP 06 - £13.92 per hour (actual £9,391 per annum)

Application via:

The Governors of Boughton Heath Academy are seeking to appoint a permanent Site Maintenance Officer to join our outstanding school.

This is an exciting and varied role. The post holder will be responsible for the day-to-day maintenance of the school grounds and buildings, undertaking minor repairs and liaising with external maintenance contractors to ensure the highest possible standards of cleanliness and health and safety are maintained. The role requires the ability to work efficiently and precisely in a busy school environment by prioritising tasks and taking initiative.

Applicants should be organised, possess excellent communication skills and have an ability to multitask. Experience in a similar role is essential while experience in a school setting is desirable. Training will be provided for the successful candidate.

The role is for 15 hours per week Monday to Friday - term time only. The post holder will be required to undertake work during school holidays, which will be paid as overtime.

In addition to being an important member of our fantastic team, we can offer:

- A permanent contract (following a successful 6-month probationary period)
- Annual pay increases on a national pay scale
- Pro-rated annual leave of 26 days + bank holidays (rising to 31 days after 5 years' service) + bank holidays
- Membership of the Local Government Pension Scheme
- An annual flu vaccination

Please read our job description and person specification closely. If you think you may be the candidate we are looking for and would like further information or an informal discussion, please contact our School Business Manager, Anne Lyons by telephone: 010244 732000 or email: businessmanager@boughtonheath.cheshire.sch.uk. We would like to offer all potential candidates the opportunity to visit our school and find out more about the role. Please contact Anne to make an appointment to visit.

To apply for this role please complete the application form detailing your skills, qualifications and experience aligned to the job description and person specification. We do not accept C.V.'s and will not consider applications submitting a C.V.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff, volunteers and other third parties to share this commitment. Safer recruitment practice and pre-employment background checks will be undertaken before any appointment is confirmed. This includes a request for references prior to interview. Shortlisted candidates are expected to provide evidence of qualifications at interview and a satisfactory, enhanced DBS check will be undertaken before final confirmation to the successful candidate.

We warmly welcome applications from every suitably qualified member of our local community.

Shortlisting: **11th December 2026**

Interviews: **week beginning 14th December 2026**

We reserve the right to close advertisements early. Advertisements will therefore close at 9am either on the advertised closing date, or the day the decision has been taken to close the advertisement early.