



Love is repaid by love – St John Bosco

At the core of the St John Bosco Multi Academy Company is a commitment to offering quality Catholic education to the children, the families and the communities that we serve. Since starting out as a partnership between three schools in 2013 the multi academy has gone through two phases of growth and is currently responsible for approximately 2819 children and young people and approx. 300 employees in seven schools. In the first term of 2021 we are completing the third phase of our four-phase growth strategy with the conversion of two new schools on 1 Sept 2021. The fourth and final phase of our growth strategy will commence in April 2022.

To support this growth our Directors are looking to strengthen the existing Central Services Team by recruiting a

Estates Manager

Grade 12 £43,857 - £46,845

Working with the Chief Operating Officer, Principals and Site Staff, you will have the ability to drive refurbishment and capital programmes and be responsible for the MAC Estates Management Plan.

Leading on health and safety across the MAC, you will also have overall management of the Every system that drives compliance across our academies. Ideally you will have experience of site management in an educational and/or a multi-site environment, but more importantly you will have the health and safety knowledge and awareness, business acumen, flexibility and determination to make a real difference to our MAC.

Your remit will include spending time working in our academies across the MAC, managing the Estates, ensuring health, safety and security, in line with best practice and the highest standards possible. You will support the Chief Operating Officer in procurement and monitoring of premises-based contacts from cleaning to statutory maintenance. As we secure the need and funding for substantial premises and building improvements, you will project manage this work and we will look to you to identify opportunities to secure funding for other initiatives going forward.

Ideally you will hold a recognised health and safety qualification and you must have a current driving license and the use of a vehicle. We need a committed team player with excellent organisational skills - with the ability to work independently, manage time effectively and prioritise workload with high levels of drive and resilience. Results focused in your approach, you will act as a change agent through your enthusiasm for continuous improvement.

In return we can offer you a competitive salary, the opportunity to join the local government pension scheme and a strong sense of shared moral purpose to make a difference to the lives of young people.

This appointment will be predominantly based with the central services team at Bishop Milner Catholic College, but would be expected to travel to work with a group of schools based in Sandwell, Walsall and the wider area.

For details including a full Job Description and application form please contact recruitment@sjbca.co.uk

Closing Date: Friday 4 March 2022, 12 noon

Interviews will be held w/c 7 March 2022

We are committed to safeguarding and promoting the welfare of the children; therefore, the post is subject to medical clearance and an enhanced DBS check.