



All Saints Catholic High School

Headteacher: Mr T McGuinness

Business & Finance Manager

Administrator Level 6

Salary range point 48-49 (band Q) £42,474 to £43,387

Please note an additional financial package may be available dependent on experience.

Permanent post (52 week contract)

We are seeking to appoint an enthusiastic, confident and knowledgeable candidate to join our Senior Leadership Team during this exciting period in the development of All Saints. This is a unique opportunity for someone to gain experience and grow in a supportive environment. The successful candidate will work in close partnership with the Head Teacher and Senior Leaders to deliver key priorities. Leading a team of experienced, skilled and hard-working support staff, you will make a valuable contribution towards us achieving our goals.

We offer:-

A supportive, experienced and committed workforce

Opportunities for professional development

The chance to join a team that is driving forward rapid improvements in all aspects of school life.

All Saints Catholic High School is an 11-18 school with 860 students on roll. One of our many strengths is the partnerships we have with businesses such as Jaguar Land Rover, Santander, Royal Sun Alliance Insurance Group, NHS and Abbey Logistics that complement our pathways to further education and employment. The whole life of our school is determined by the Gospel Values of Love and Justice.

Please complete a CES job application pack that can be found on the school website:

www.allsaintschs.org.uk and return to mmcgowan@allsaintschs.org.uk by 3pm Friday 22nd September 2017

If you would like any further information please contact Maria McGowan, Headteacher's PA on (0151) 477 8740 or email mmcgowan@allsaintschs.org.uk

Closing date: 3pm Friday 22nd September 2017

Shortlisting and interviews: W/c 25th September 2017

Our school community places the highest priority on keeping our children safe. Applicants for all posts will be subject to stringent vetting and induction processes.

Roughwood Drive, Northwood, Kirkby, Merseyside L33 8XF

Tel: 0151 477 8740 | info@allsaintschs.org.uk | www.allsaintschs.org.uk | [@allsaintschs](https://www.facebook.com/allsaintschs) | [@allsaintschs](https://www.instagram.com/allsaintschs) | [allsaintschs@all_saints_chs](https://www.linkedin.com/company/allsaintschs)

 All Saints Catholic High School, Kirkby

"Working in partnership with



Inspiring Tomorrow's Engineers"

Committed to the Gospel Values of Love and Justice