



Bottesford C E Primary School

Finance /School Business Manager

Grade 10: Point 35-38 pro rata

£25,497 - £28,683 pro rata

Working 3 days a week in term time with additional two weeks during school holidays

Contract 1Year Fixed Term (with potential to be permanent)

To start May 1st 2012 or as soon after as possible

The Governors of this successful Leicestershire primary school are seeking to appoint an enthusiastic, suitably qualified and experienced Finance Manager.

The successful candidate will ideally have:

- Experience of working in an educational context, preferably a school
- Several years management and financial experience
- High creativity to identify ways in which our school can use resources to the best effect
- A high level of drive and motivation
- Experience with successful funding and grant applications
- The ability to work collaboratively with the Headteacher and governors, bringing strategic vision and creative thinking to the role.
- The vision to expand their role in future years

We can offer you the opportunity to:

- Undertake a senior leadership role within our school
- Play a strategic part in nurturing and enhancing the ambitions and opportunities of the children attending our school
- Enhance your career through excellent professional development opportunities

This is a one year fixed contract with the possibility of a permanent contract being offered at the end of the year.

Application packs and further details are available from Bottesford C E Primary School, Silverwood Road, Bottesford, Nottinghamshire, NG13 0BS. Tel: 01949 842224.

Closing date for applications: Midday 14th March

Interviews: Tuesday 27th March

Bottesford C E Primary School is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. The successful applicant will be subject to an enhanced CRB check and satisfactory references.