



Re-founded 1555

Ripon Grammar School

Helping shape the future since 1555



Facilities Lettings Assistant/s
required as soon as possible

Hours of working will be 40 hpw
5pm – 9pm Monday-Friday
and approx. 8am – 5pm on Saturday-Sunday

These hours could be shared between two individuals on a job-share basis

Salary: NY Grade C, pts 2-4
[£9.43 - £9.81/hr]

We are looking to recruit two Facilities Lettings Assistants to provide a customer service role for our school facilities, which include a Sports Hall, swimming pool and 3G pitch.

Excellent interpersonal skills, together with experience of working with young people, are essential.

Full details can be found in the job description on our school website, www.ripongrammar.co.uk in the vacancies section, together with an application form.

The closing date for applications is **9am on Thursday, 15 April 2021**
Please email your application to the Headmaster's PA, Mrs Patricia Hargraves, at hargravesp@ripongrammar.com

Interviews will be arranged with successful candidates;
if you have not heard from the School following the closing date, please assume your application has been unsuccessful.

Ripon Grammar School is situated in the historic city of Ripon which is set amidst the stunning countryside of North Yorkshire, near to the Yorkshire Dales and within easy access to Harrogate, York and Leeds.

This school is committed to safeguarding and promoting the welfare of our pupils and young people. We have a robust Child Protection Policy and all staff will receive training relevant to their role at induction and throughout employment at the School. We expect all staff and volunteers to share this commitment. This post is subject to a satisfactory enhanced Disclosure and Barring Service criminal records check for work with children.