

Premises Officer

School:	Pencoed Comprehensive	Posted:	16th May 2025
Location:	Coychurch Road, Bridgend, Pencoed, Bridgend CF35 5LZ	Expires:	6th June 2025
Contract Type :	Permanent	Start Date:	09:00 AM
Salary:	Grade 4, £25,183 (£13.05p/hr)	Job ID:	As Soon As Possible
Hours:	Full Time		1485860



An exciting opportunity has arisen for a dynamic and enthusiastic Premises Officer who is passionate about maintaining a supportive learning environment to create positive experiences for pupils. We are looking to recruit someone who is able to successfully contribute to the whole school ethos of Learn, Grow, Thrive and Flourish and to effectively support all staff within the school to develop excellence in learning, teaching and wellbeing.

We value all members of our school community and are relentless in instilling in our pupils a desire to be the very best of themselves. We have the highest expectations of our pupils and staff. We are very proud of our pupils and the supportive learning community we have created. While the school community is more than the fabric of its buildings we know as a school how managing and improving the school environment and facilities, including the school grounds can have a positive impact on learner attitudes.

The Governing Body at Pencoed are seeking to appoint a hardworking, reliable, enthusiastic and motivated Premises Officer. Supporting the Operations Manager, School Business Manager and Headteacher, the successful candidate will take responsibility for the security of the premises of Pencoed Comprehensive School. Assist with the maintenance of the premises, machinery, plant and equipment to ensure a safe working environment.

In September 2024, Pencoed Comprehensive School was inspected by Estyn, the inspection report highlights the fact that the school community fosters a profound sense of belonging, ensuring that both pupils and staff feel

Closing Date: Friday 6 June 2025 - 9.00am.

Shortlisting Date: Monday 9 June 2025

Interview Date: Friday 13 June 2025

Safeguarding Statement:

Pencoed Comprehensive is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. We particularly welcome applications from under represented groups including ethnicity, gender, transgender, age, disability, sexual orientation or religion.