

 ***Headteacher: Mr Simon Goodwin***

**E-mail: recruitment@southwirral.wirral.sch.uk** [**www.southwirral.wirral.sch.uk**](http://www.southwirral.wirral.sch.uk)

 **11-18 mixed comprehensive, 917 on roll, Group 6**

 **SCHOOL BUSINESS MANAGER**

 **Salary grade EP03 – EP06 £46,845 - £52,256**

 **Full-time, permanent contract from 1st January 2021**

South Wirral High School is a co-educational foundation secondary school and sixth form located in Eastham, Merseyside, England. We pride ourselves on our community ties, working closely with nearby primary schools to aid in transition - shown in our motto "Raising Achievement in Partnership with Families and the Community". This declares a vision for our school where each student’s progress is remarkable. We focus on the whole educational experience for each student, aiming for success in examinations and the other aspects of school life - including sports, the arts, leadership and as contributors to our community.

The successful candidate will provide strategic financial leadership to ensure the best outcomes for the students of South Wirral High School within existing financial constraints and build a sound and sustainable structure for the future. The position requires a modern approach to integrated financial curriculum planning while operating within our school ethos.

The successful candidate will hold a recognised Financial and Business qualification (eg CSBM, AAT) and relevant degree and will be highly motivated, enthusiastic with a positive energy who can complement and further strengthen our young and dynamic leadership team.

The Assessment Process will be: In-tray exercise (20%)

Presentation (30%)

Interview (50%)

Letters of application, CV and completed application form should be addressed to the Headteacher at recruitment@southwirral.wirral.sch.uk and should address the person specification and job description.

Please see the school’s website [www.southwirral.wirral.sch.uk](http://www.southwirral.wirral.sch.uk) for further details and an application form.

Closing date: Friday 2nd October 2020

Interview date: Week commencing Monday 5th October 2020

We are sorry that it will not be possible to contact unsuccessful candidates. Anyone who has not heard of the progress of their application by **Monday 5th October** must assume it has been unsuccessful.

**The post is subject to an Enhanced Level DBS check.**

**The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment**

**All applicants will be considered on the basis of suitability for the post regardless of sex, race or disability**

**Our Safeguarding Policy can be found on our school’s website:**

<http://southwirral.wirral.sch.uk/policies/>