

**BISHOP'S WALTHAM PARISH COUNCIL.  
Senior Caretaker Role.**

Bishop's Waltham Parish Council is looking to recruit a Senior Caretaker to supervise the existing caretaking team.

This is a part-time post (20 hours pw) and the post holder will be required to implement the instructions and policy of the Parish Council in relation to the management and maintenance of all Council owned buildings, to ensure the safe and effective use of the Council's resources and to liaise with the Council's Health & Safety consultant.

The post holder will need to be physically fit and able to undertake all manual and mechanically assisted work tasks. They will need to be able to communicate clearly both verbally and in writing. They must be able to work without supervision and on their own initiative to ensure completion of tasks assigned. They will be required to manage the day to day working of the caretaking staff. Experience of Health & Safety matters (including the preparation of risk assessments) would be an advantage.

Some evening and weekend work as required.

A clean driving licence is essential.

**Annual salary will be in the range of £18,426 and £19,171 (pro rata for 20 hours) and will be based on qualifications/previous experience.**

**For further information and job description please contact:**

**Mrs Lindsay Edge, Executive Officer, Bishop's Waltham Parish Council,  
Parish Council Office, The Jubilee Hall, Little Shore Lane, Bishop's Waltham,  
Hampshire. SO32 1ED**

**01489 892323**

**[parishclerk@bishopswaltham-pc.gov.uk](mailto:parishclerk@bishopswaltham-pc.gov.uk)**

**Closing date for applications 12noon on 20<sup>th</sup> September 2019.**