

London Borough of Sutton
Sixth Form: 224
Students on roll: 1154



THE JOHN FISHER SCHOOL
PEAKS HILL, PURLEY, SURREY, CR8 3YP
Tel: 020 8660 4555
Email: Johnfisherschool@johnfisherschool.org

Finance Manager (part-time)

Salary Scale: PO4 – PO5, Points 35 - 41

Salary Range: £46,041 - £52,116 FTE (£28,775 - £32,572 pro rata)

Required from February 2024 or as soon as possible thereafter

The John Fisher School is a successful and oversubscribed Catholic secondary school which caters for over 1,100 boys, including 224 in the Sixth Form. While it is not a requirement to be Catholic to apply for this position, applicants are expected to be sympathetic and supportive of the Catholic ethos.

We wish to appoint a Finance Manager to provide the financial support required to facilitate the efficient running of the school's budgets and maintain its educational aims. The contracted working hours are 22.5 per week, which may be split over 3 days or more, working all year round, with 26 days annual leave (to be prorated). The salary payable is on the GLPC pay scales PO4 – PO5, points 35-41.

We are a supportive school community, offering excellent opportunities for professional development and a strong emphasis on wellbeing.

The support staff application form is available to download on our website at www.johnfisherschool.org/Career-Opportunities where you can also find further information about the school and a full job description. Completed application forms should be emailed with a covering letter to Mrs H Palmer, Office Manager, at h.palmer@johnfisherschool.org by the closing date of **noon on Monday 22 January 2024**. Interviews will take place W/b 29 January 2024.

The school reserves the right to interview and appoint before the closing date if a suitable candidate is found. We therefore welcome early applications.

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. An enhanced DBS will be required.