



KTS ACADEMY

Marshall Drive
Brotton
Saltburn
TS12 2UW
Tel: 01287 677265

e-mail: office@ktsacademy.org.uk
website: www.kts-academy.org.uk

Headteacher: Brian Richardson



December 2019

Dear Applicant

Please find enclosed an application pack for the post of Human Resource Advisor at KTS Academy. In this pack you will find: -

- An Application Form
- Job Description
- Person Specification

Visits to the school prior to application are essential. Please contact the Academies Human Resource Manager (Laura Wilson) to arrange a mutually convenient time.

The closing date for applications is Friday 17th January 2020. I look forward to receiving your application.

Please note that references will be sought for those candidates shortlisted and the successful applicant will be subject to an enhanced DBS clearance.

Yours sincerely

Brian Richardson
Headteacher

Enc

