



Where Learning Blossoms

Thorney Close Primary School

Torquay Road, Sunderland, SR3 4BB
Telephone: (0191) 5250808
Email: info@thorneycloseprimaryschool.co.uk
www.thorneycloseprimary.org.uk
Headteacher: Mrs C. Jones B.Ed Hons
Chair of Governors: Mrs L. Scott

Site Supervisor for Silver Birch Primary School

Job Title: Site Supervisor

Location : Silver Birch Primary School, Shaftoe Rd, Springwell, Sunderland SR3 4HA

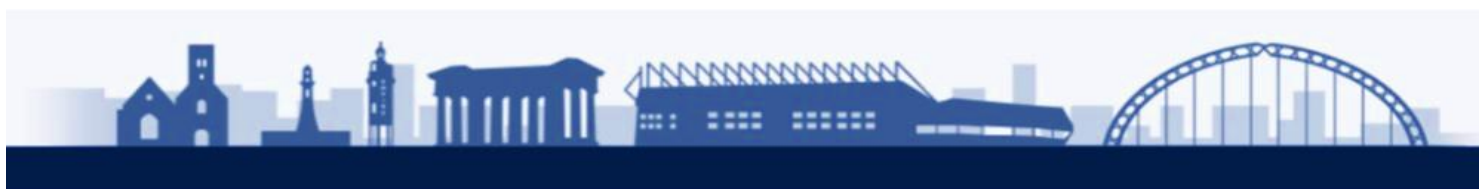
Grade: 3 **Scale Point:** 7-11 **Salary:** £26,403 - £28,142 per annum

Reporting to: Headteacher and School Business Manager

Contract: Full Time – Permanent

Hours: 37 hours per week **Split shifts: Monday to Thursday, 7:00am–10:30am and 2:00pm–6:00pm; Friday, 7:00am–10:30am and 2:00pm–5:30pm.**

	Essential	Desirable	How evidenced
QUALIFICATIONS AND EXPERIENCE	• Possess sufficient literacy and numeracy and ict skills to be able to carry out role effectively and document work undertaken. • Physically able to carry out the duties within the job description • Some knowledge and awareness of Health and Safety issues	• Time served tradesperson • Experience of working in a similar role in a school or educational establishment • Educated to GCSE in Maths & English • H&S qualification or knowledge	• Application form • Interview • References
SKILLS/ KNOWLEDGE	• Ability to carry out repairs and maintenance tasks (not requiring a qualified craftsman) competently and within a reasonable time • Ability to use tools competently and safely • Ability to work unsupervised • Willingness and ability to clean designated areas competently to a high standard • Possess the social skills necessary to communicate	• Knowledge of security systems, heating and fire alarms • Experience of COSHH • Use of site maintenance equipment and DIY tools • Driving licence	• Application form • Interview • References





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	effectively and politely with pupils, colleagues and visitors		
PERSONAL QUALITIES	• Reliable • Trustworthy • Hardworking • Able to climb vertical ladder to access the roof • To be able safely move heavy loads as part of the portage duties. • Flexible enough in attitude to be able to deal positively with the unexpected challenges and changes to routine that are, from time to time, an inevitable part of school life • Willing to be reasonably flexible in relation to working hours • Friendly • Optimistic outlook • Ability to display initiative • Be a good role model to pupils		• References • Interview

Updated: July 2026

