

Job Title: School Business Manager

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| Start Date: January 1st 2023 | REF: STA-SO/04/20 |
| Contract Type: Contract | Contact Name: Pooja Kotwani |
| Location: Highgate, Islington, London | Contact Email: kotwani.p@sta.islington.sch.uk |
| Industry: Support Staff | Closing Date: September 23rd 2022 |
| Salary: | Date posted: September 8 th 2022 |

Job Description

St. Aloysius' College is a high performing Roman Catholic Boys secondary school with a Mixed Sixth Form in the London borough of Islington. It has a rich History of providing over 140 years of high-quality education to the local community. The College is on a journey to Outstanding having received a "Good" Section 5 OFSTED Report in June 2022, with outstanding educational opportunities to our pupil. We are seeking to recruit a Business Manager.

Our focus is on excellence and high expectations of all. Staff development is also a priority on our journey to Outstanding. The School Business Manager is the school's leading support staff professional and works as part of the Senior Leadership Team to assist the Head Teacher in her duty to ensure the school meets its statutory duties and its educational aims.

We can offer:

- Enthusiastic, motivated and respectful students as recognised by OFSTED (June 2022)
- Supportive, hardworking Governors and colleagues who care passionately about our school and our pupils.
- Future career development and a well-structured CPD programme

Business Manager to do the following:

- Responsibility for learning environment and site safety.
- Financial Benchmarking.
- Securing of Resources and effective use of the same.
- Accountability for the work of contracted out services, EQVANS, Finance, Health & Safety
- School Budgeting, Partnerships , External relations & GDPR.

St. Aloysius' College is committed to Safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment.

This appointment is subject to an enhanced DBS check and Good references.

How to apply: An application form is available via the school's website <http://www.sta.islington.sch.uk/>. Please email your completed application to Pooja Kotwani kotwani.p@sta.islington.sch.uk