

KINGALFRED'S

Achieving Excellence Together

Portway, Wantage, Oxon, OX12 9BY

Headteacher: Jo Halliday

No on roll: 1840 Sixth Form: 309

Graded Outstanding by Ofsted (Feb 2011)

Office Administrator

Full or Part-time during term time (hours negotiable)

Temporary until December 2017

We are wishing to recruit, as soon as possible, an office administrator to cover a temporary vacancy.

The salary is Grade 4 Point 13 (full time equivalent £16,491) pro rata to reflect hours and the term time nature of the post.

An application form can be downloaded from <http://www.kaacademy.org/about-kas/work-with-us/> or contact Christine Hill on 01235 225700. Completed application forms should be e-mailed to vacancies@kaacademy.org to arrive by 9.00 a.m. 8th May 2017.

King Alfred's is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

