

REDHILL ACADEMY TRUST
Exsisto Optimus



Brookfield Community School
Chatsworth Rd, Chesterfield S40
3NS
01246 568115
enquiries@brookfield.derbyshire.sch.uk
www.brookfield.derbyshire.sch.uk/
Acting Headteacher: Mr R Cronin
NOR: 1260 (11-18)

EXAMS MANAGER and DATA/ADMIN ASSISTANT
The Redhill Academy Trust Pay Scale, Band 8
£20,900 - £23,069 (fte) pro rata
£18,054 - £19,928 (Actual salary paid)
37 hours per week, permanent, term time plus one week

To co-ordinate all public and internal examinations to ensure that entry procedures, fees, conduct of examination and results are efficiently and effectively dispatched. To offer additional support to the data manager as required.

Brookfield Community School is a large 11 - 18 Academy with 1260 students on roll situated on the western edge of Chesterfield and next to the Peak District National Park. We have talented staff, committed and enthusiastic students, strong local partnerships and a wide range of extra-curricular and sporting opportunities for students. We are due to join the Redhill Academy Trust during the Spring of 2019. The Redhill Trust's core purpose of raising student achievement is reflected in its values, ethos and working practices. This is an exciting opportunity to join an expanding trust. The Redhill Academy is also the lead school for the Redhill Teaching School Alliance, comprising of over 30 schools with a range of ages and abilities.

For further details regarding this post or to request an application form please contact Nicola Powell, at hr@redhillacademytrust.org.uk or alternatively please visit our Academy website.

Successful candidates will be subject to an enhanced
Disclosure and Barring Service check.

Closing date: Midday, Friday 8th March 2019
Interviews to be held: W/C 14th March 2019

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