



# Walkwood

Church of England  Middle School

## Appointment of Finance Assistant / Officer

Walkwood Church of England Middle School are looking to recruit a Finance Assistant / Officer

Remuneration: Grade 3 or 4 from £ 19,312 to £ 21,748 *pro rata*

Grade 5 (for a suitably qualified candidate) from £ 22,183 to £ 24,491  
*pro rata*

*5 days a week, 37 hours per week, term time only plus the 5 Inset days, and 4 mornings during the school holidays as agreed with the School Business Leader.*

We would welcome applications from individuals looking to explore flexible working hours.

We are looking for a Finance Assistant / Officer who will enjoy working in a team environment and demonstrate the ability to establish good working relationships with pupils, acting as a role model.

Walkwood Church of England Middle School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake an enhanced DBS check.

For full details of this position and how to apply, please visit our website at [www.walkwoodms.worcs.sch.uk](http://www.walkwoodms.worcs.sch.uk). The application deadline is 9am on Monday 3<sup>rd</sup> October 2022. CV's will not be accepted.