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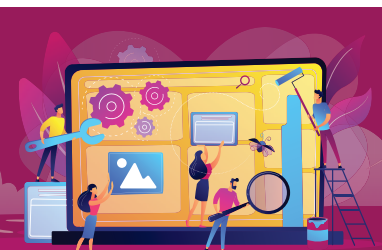
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HERALD IILIFFE MEDIA GROUP

General Vacancies



KING EDWARD VI SCHOOL
SHAKESPEARE'S SCHOOL

K.E.S. is a state-funded Academy Trust selective school for boys with a coeducational Sixth Form. The School has a national reputation for high academic standards and an outstanding extra-curricular programme.

SCHOOL BUSINESS MANAGER

Start Date: September 2024
Salary: Leadership Scale Points 14-17
Contract Type: Full-time
Contract Term: Permanent

We are seeking to appoint a well-qualified School Business Manager to join the Senior Leadership Team to help us deliver our ambitious vision for an exceptional School. The deadline for receipt of applications is **12 noon on Monday 1st July 2024**

EXAMINATIONS AND OPERATIONS ADMINISTRATOR

Start Date: September 2024
Salary: NJC Scale Points 3-4 pro rata
Contract Type: Full-time, term-time only (up to £21,775)
Contract Term: Permanent

We are seeking to appoint a capable administrator to support the administration of Examinations and School data. The deadline for receipt of applications is **12 noon on Monday 1st July 2024**

FINANCE ADMINISTRATOR

Start Date: September 2024
Salary: NJC Scale Points 19-22 (up to £32,654)
Contract Type: Full-time
Contract Term: Permanent

We are seeking to appoint an experienced administrator to support the School Business Manager in the delivery of Finance Operations. The deadline for receipt of applications is **12 noon on Monday 8th July 2024**

Job descriptions and application forms are available at www.kes.net/about-us/vacancies. Please submit your completed application to Mrs Rachel Saltmarsh, the Headmaster's P.A., at the School's address or by email headsqa@kes.net.

King Edward VI School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All applicants are required to declare any criminal convictions or cautions, or disciplinary proceedings related to young people. Applicants must undergo child protection screening, including checks with past employers and DBS and barred list checks. Online checks will be completed for all shortlisted applicants.

King Edward VI School, Chapel Lane, Stratford-upon-Avon, Warwickshire CV37 6BE [assure.wished.invite](https://www.assure.wished.invite)

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JOBS