



Caretaker

Applications for this position close: 9.00am, Thursday 26 November 2020

- Full-time (38 hours per week) contract position for 2021
- Onsite accommodation provided
- To start as soon as possible

Who we are

Canberra Girls Grammar School (CGGS) is an independent non-selective Anglican school with approximately 1,400 students. The School has a strong reputation as a leader in the education of children and young women.

Our intent is to develop young citizens that are well-educated and who insist on living ethically and purposely. This is an opportunity to join a dedicated, supportive and innovative team in a School committed to excellence.

The Role

Applications are sought for this full-time (an average of 38 hours per week), contract position to commence as soon as possible. The duties of this position are performed in a split shift arrangement in the mornings and evenings. Work on weekends and public holidays is a requirement of the role.

The Caretaker is responsible for safety, access and security for all School buildings, property and premises across the CGGS campuses. On a daily basis, the Caretaker will be required to provide active patrols and management of the School and grounds to ensure buildings are suitably closed down for the evening and open in the mornings, as required. The role will manage authorised after-hours access for staff, hirers and contractors of our facilities. This will include regular duties on weekends and public holidays.

Applicants will be required to provide a current ACT Working with Vulnerable People card and Police check prior to commencing employment.

Applications

Further information, including the position description can be found on the School's website <https://employment.cggs.act.edu.au/>.

Applications should be made via the online application form on the Employment page of our website <https://employment.cggs.act.edu.au/>. Applications should include a current resume and short cover letter.

Queries regarding this position should be directed via email to employment@cggs.act.edu.au. Please note that applications cannot be accepted via the employment email address.