

St Joseph's Catholic Primary School, Bexley  
**SCHOOL PREMISES MANAGER VACANCY**



Start date: June/July 2026



**Is it time for you to take on a new and central role in a professional and child-centred environment, where everyone is known and valued?**

**Monday to Friday  
6:30 - 11:30am / 4:00 - 6:00pm\*  
36 hours per week / 52 weeks**

**Bexley Scale 071-074  
£17.33 - £18.11 per hour  
£32,535 - £33,987 FTE**

**Application form and further information available on the school website: [www.st-josephs.bexley.sch.uk/vacancies](http://www.st-josephs.bexley.sch.uk/vacancies)**

**Closing date: 20 April 2026**

**Interview date: TBC**

Following the forthcoming retirement of the previous long standing post holder, St Joseph's is looking to appoint its next School Premises Manager. Working alongside the Head of School, the Premises Manager ensures the safe and efficient operation of the St Joseph's premises and site on a day-to-day basis, maintaining the functionality, cleanliness, security and compliance of the building and grounds. The school environment is seen as a particular strength of St Joseph's, providing a great setting for children and staff alike. The role also involves varied list of short and long term tasks such as regular inspections, liaising with contractors and scheduling works around the school's academic calendar.

You will have excellent communication and interpersonal skills, with a strong attention to detail. You will have experience of the importance of health and safety and good practical skills. Training in the school's specific systems and tools will be provided to the successful candidate. There will be an opportunity for the successful candidate to work alongside the current postholder to further support their transition into this critical role. Applicants are warmly welcomed to visit the school or contact the Executive Headteacher to learn more.

*\*Please note - there is flexibility in the hours / split shift nature of this role.*

**Interested in learning more?**

**Visit our website or book an initial conversation.**

**St Joseph's Catholic Primary School**

Old Road, Crayford DA1 4DZ

[www.st-josephs.bexley.sch.uk](http://www.st-josephs.bexley.sch.uk)

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