



Tadcaster Grammar School

Be Your Best Self

11-18 Mixed Comprehensive

Headteacher: Mr A Parkinson B.Sc. (Hons) M.Ed M.Sc

Finance Administrator

Grade D. £14,959 -£15,509 for 30 hrs pw. (Term time plus 1 week)

This is a fixed term appointment for 1 year to commence January 2023 or as soon as possible. Following a review of our Finance team this new position has been identified and we are keen to appoint someone who will support the school achieving the best outcomes for students.

Tadcaster Grammar School is a wonderful place to work while making a positive contribution to young people's lives every day.

We are offering the opportunity to be part of our Finance Team to process financial information and ensure we can clearly demonstrate value for money and financial good practice is followed at Tadcaster Grammar School. Previous experience of working in education is not essential; opportunities for professional development will be available.

Tadcaster Grammar School is a proud member of the STAR Multi Academy Trust. The STAR MAT is committed to equality, and to making fair and equitable treatment an integral part of everything we do. The Trust is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The post is subject to a successful DBS check and pre-employment checks will be undertaken before an appointment is confirmed. Full details can be found on the school website.

If you would like to apply for this post, please complete our online application form: <https://bit.ly/STARSupportApp> which must be returned by **09.00 on 29 November 2022** and an interview will be held on **7 December 2022**. Please direct correspondence to: tgs.recruitment@tgs.starmat.uk

If you require assistance in applying for this position, please contact us

Tadcaster Grammar School - Toulston, Tadcaster, North Yorkshire LS24 9NB

Tel: 01937 833466 <https://tgs.starmat.uk/>

