

St Alkmund's Derby

Caretaker

14 hours a week

We are seeking an organised and practical person to carry out caretaking responsibilities for our busy church. This person would enable the practical day-to-day use of St. Alkmund's church and its grounds, providing and maintaining a safe environment for those who use and work in the church.

The caretaker will be responsible for the security, maintenance and services of our church facilities. They will ensure it meets the needs of the people who use the church buildings and related spaces as well as ensuring that the rooms for hire are fit for purpose and ready to use with the setup and break down of each room for hire.

The ideal candidate will be organised, practical, have good DIY skills and will:

- Be self-motivated and flexible
- Be able to work effectively unsupervised as required, but also as a team player when needed
- Be able to prioritise their workload and manage their time effectively
- Take pride in looking after our building and grounds
- Accept the delegated responsibility from the Trustees/PCC to carry out day-to-day implementation of relevant arrangements outlined in the St Alkmund's Health and Safety Policy
- Have a current driving license and car
- Exhibit good record-keeping skills
- Be sympathetic with the aims and values of the Church of England

The salary for the successful applicant will be £10.90 per hour

For further information please go to our website:

For further information – job description & person specification – please go to our website:
<https://www.stalkmunds.org.uk/connecting-admin>

Please email your CV and a cover letter explaining why you should be considered for the role along with two references to churchwarden@stalkmunds.org.uk

This role is subject to an enhanced DBS check.

Closing Date: 23 January 2023

Interviews: 31 January 2023