



Deputy Estates Manager

**Full time, 52 weeks per year
Salary of c£45,000 per annum**

Start date – as soon as possible

Are you an experienced professional in building maintenance and facilities management looking for your next appointment? We are seeking a dynamic and skilled Deputy Estates Manager, with a proven ability to manage people and workload, to join our team.

This is a critical role in supporting and deputising for the Estates Manager in ensuring the smooth operation of our Estates Department, covering maintenance, grounds, housekeeping, and caretaking across our School.

If you are ready to take on this exciting challenge and contribute to the long-term success of our School, we would love to hear from you!

Our School

Royal Russell School is an HMC/IAPS co-educational school with over 1100 pupils between the ages of 3 and 18, situated on a beautiful green campus of 110 acres in South London. We have 200 boarding students in the Senior School and are proud of our beautiful day and boarding facilities that rank amongst the best in the UK. Our pupils, parents and staff experience a warm and friendly environment with strong pastoral care for every pupil alongside a comprehensive co-curricular and enrichment programme. Our latest ISI Inspection was carried out in September 2022 and we are delighted to report that Royal Russell achieved the top grade of 'excellent' in every aspect.

Our offer

Royal Russell offers excellent benefits including a competitive salary on our own salary scale. As part of the vibrant community of the historic Royal Russell School, you will join a friendly and dedicated team, with easy access to transport links (Coombe Lane tram stop served by the New Addington tram is opposite the School entrance). In addition, we offer:

- 30 days (6 weeks) paid holiday, plus 8 public holidays
- immediate non-contributory pension with employer contributions and Life Insurance
- meals in the dining hall during term-time
- free onsite parking
- use of our on-site sports facilities, including tennis courts, swimming pool and gym
- a discount of up to 50% on School fees (85% discount for wrap around care before and after school during term-time) and 25% discount with the Royal Russell Holiday Club which operates during School holiday periods.

Further information

Full details of our staff benefits and recruitment procedures can be found on our School recruitment page at: <https://www.royalrussell.co.uk/discover/vacancies>. You can also contact us by email at hr@royalrussell.co.uk or telephone HR on 020 8657 4433.

Candidates are invited to have an informal conversation with the Estates Manager, James Ward, by contacting him at ctree@royalrussell.co.uk to arrange a conversation and to answer any questions you might have about the role.

Applications will be considered on receipt and should arrive no later than midday on Monday, 7 October 2024. Interviews are expected to take place the following week. We reserve the right to interview at any point during the recruitment process so early applications are encouraged. If you

have not heard from us by 11 October you should presume that you have not been successful on this occasion.

The School is committed to safeguarding and promoting the welfare of children. All appointments are subject to a satisfactory enhanced Disclosure and Barring Service check (including a check against the Children's Barred List) and other pre-employment screening including references and medical fitness.