



## SALE HIGH SCHOOL

### VACANCY

#### COVER SUPERVISOR REQUIRED 1<sup>st</sup> September 2018

**Full time (36.25 hours/week)**  
**Term Time Only + 2 additional days (to include INSET days)**  
**Salary: Scale 4: Points 18-21 pro rata (£18,870 - £20,541)**  
**(Actual Salary £15,689 - £17,078)**

Sale High School is seeking to appoint a suitably qualified and experienced individual to take up the post of Cover Supervisor. This is a role involving the delivery of cover lessons for absent teachers together with some administrative work to support this. The hours of work are 8.30am – 4.30pm

The appointed person will have:

Good basic level of education, including English and Maths  
Genuine enthusiasm for supporting the learning of students and strong behaviour management;  
The ability to quickly build positive relationships with students;  
Strong administrative and organisations skills;  
The ability to work both independently and as part of a team;  
Experience in a similar role is desirable;  
This is an ideal post for someone who is interested in a career in education and is looking at developing their experience.

Applicants should apply using the appropriate application form and include a covering letter to demonstrate how their skills and experience match the person specification for the post.

See attached details of the post plus application form or alternatively please request further details and application form via EMAIL: [recruitment@salehighschool.org.uk](mailto:recruitment@salehighschool.org.uk)

**Closing date: Friday 22<sup>nd</sup> June 2018**

**Interviews: TBC**

**Only completed Sale High School application forms will be considered.**

*We are committed to safeguarding and promoting the welfare of children, therefore the successful candidate will be required to undertake a criminal records check via the DBS (Disclosure and Barring service)*

*Applications are welcomed from all sections of the community regardless of age, sex, ethnic origin, disability or sexuality.*