

School Name	Filton Avenue Nursery School and Children's Centre
Job Titles	Part-Time School Administrator Level 4 – BG8
Start Date	As soon as possible
Closing Date	Wednesday 12 <sup>th</sup> May, 2021
Interview Date	14 <sup>th</sup> May, 2021
Contract type	Initially, fixed term until 31 <sup>st</sup> March, 2022 - <b>term time only</b>
Hours	16 h.p.w (8:30 to 17:00 on Mondays (half hour lunch); 13:00 to 17:00 on Wednesdays and either Tuesdays or Thursdays.
Pay Scale	Bristol Grade 8 £22,627 - £24,491 pro rata per annum  <b>(term time only 16 hpw actual salary = £8,521 - £9,221 per annum)</b>

#### Advert Text

Filton Avenue Nursery School and Children's Centre is located in Horfield, Bristol and serves a rich, diverse local community.

We provide high quality Early Years education for children aged 2–4 years, and a comprehensive range of family support services for the local community.

We are a friendly, professional, supportive team who are committed to achieving the highest standards for our children and families.

We would like to appoint an experienced and enthusiastic person looking to develop their career in finance administration with a friendly school within Bristol City Council - with possible future development opportunities.

In return we will offer you a challenging and interesting career opportunity, provide specialist training, on the job support and encouragement to continue professional development.

Please contact the school office by e-mail [filtonavenuen@bristol-schools.uk](mailto:filtonavenuen@bristol-schools.uk) for an application pack or if you require any further information, thank you.