

Finance Administrator

Academy 360
Sunderland
SR4 9BA

£23,500 per annum
Permanent
Full time, all year round

The Trustees are seeking to appoint a Finance Administrator for Academy 360 with effect from April 2024.

Academy 360 is a rapidly improving secondary school in Sunderland at the heart of its local community.

The Laidlaw Schools Trust is a growing family of eight schools helping transform thousands of young lives in North East England. LST invests significantly in the training and development of all staff and is able to offer all staff a wide range of opportunities and benefits.

Academy 360 is an all-through Academy providing education for students aged 4 – 16. As a member of Laidlaw Schools Trust it benefits from the support of being a partner in a small local Multi Academy Trust which also includes one of the main feeder Primary schools for Academy 360's Secondary school.

The successful candidate will join a successful MAT where all Academies support each other to the benefit of our pupils and their families. Our Academies also enjoy strong support from an experienced LST central team, based in Newcastle upon Tyne.

Further details and an application pack can be downloaded from the Careers section on the Laidlaw Schools Trust website

<https://www.laidlaw-schools-trust.co.uk/72/vacancies-1>. Interested candidates are welcome to tour the school, please contact the Academy office on 0191 300 6506 to arrange a visit. If you wish to have an informal discussion about this post, please contact: hadmin@academy360.co.uk

Closing Date: 12 noon on Monday 22nd April 2024

Candidates who have not been contacted by 26th April 2024 may assume they have been unsuccessful.

Interviews will take place: week commencing TBC

Applications should be returned to: hadmin@academy360.co.uk

Please note that CVs will not be accepted.

We are an equal opportunities employer strongly committed to safeguarding and promoting the welfare of children and young people. The successful candidate must be

able to demonstrate their commitment to children's safeguarding. All successful appointments will be subject to an Enhanced Disclosure and Barring Service check and a range of other pre-employment recruitment checks.

An online search will be undertaken for shortlisted candidates as part of the recruitment process on information available in the public domain. Candidates should disclose anything that may be relevant in line with Keeping Children Safe in Education. This search does not form part of the shortlisting process and candidates will have the chance to discuss any issues of concern that may arise during this search at interview.