



Haslingden High School and Sixth Form

COVER AND DATA MANAGER

Required ASASP

Grade APT&C 6 - Point 11-19 £ 21,748- £25,481 (Actual Salary £19,077 - £22,464)

**37 hours per week: 7.30 am – 3.30 pm (Monday - Thursday)
 7.30 am – 3.00 pm (Friday)**

Term-time only + 3 Inset days + 5 days, or equivalent, usually during the school holidays

We are currently seeking to appoint a hard working, committed and enthusiastic individual to be responsible for cover and data as part of a large support team. The successful candidate will be responsible for ensuring that classes are covered during periods of absence, as well as managing a team of cover supervisors.

Further details and application forms are available from the School website:

www.haslingdenhigh.com.

Closing date for applications is **Tuesday 23 November 2021 at 9.00 am**, with interviews scheduled for week commencing Monday 29 November 2021.