

	
Olga Primary School and Lanfranc Road Bow E3 5DN 0208 9817127	Malmesbury Primay School Coburn Street Bow London E3 2AB 0208 9804299
Joint Finance Manager	
Contact type: Permanent	
Salary: Scale P02 pro rata	
Vacancy hours: Full Time, 35 hours per week, Term time + 2 weeks	
Closing date: 9.00 am Monday 5th October	
Olga Primary School and Malmsbury Primary School are looking for an experienced and pro-active Finance Manager to work across both schools. The successful candidate will have good analytical skills, the ability to work well on their own and as part of a team and be committed to providing high quality financial and administration support to both schools. We can offer you: ➤ Two welcoming and caring schools. ➤ The support of hardworking and dedicated staff teams across both sites. ➤ Support from our School business leader who works across both sites. ➤ A strong commitment to your professional development. How to apply: • The application pack can be found on Olga and Malmsbury school websites. • To discuss the post or organise a visit contact Jenny Laws our School Business Leader, on 0208 9817127 or email jenny@Olga.towerhamlets.sch.uk • Completed applications should be sent to admin@olga.towerhamlets.sch.uk	
Closing date for applications: 9.00 am Monday 5th October Interviews: Tuesday 13th October Olga and Malmsbury Schools are committed to safeguarding children and young people. All post holders are subject to satisfactory enhanced DBS checks We ensure fairness and equal opportunities throughout our staff team and welcome applications from suitably skilled candidates regardless of ethnicity, gender, disability, sexuality, religion or age.	