**Careers Advisor**

**Term Time plus 2 weeks during the Summer Break**

**Monday-Thursday 8.30-5pm, Friday 8.30-2pm**

**Salary**

**NJC 28-30 (£34,209 - £35,751 FTE)**

**Actual Salary - £29,932 - £31,282**

**Required January 2022**

We seek to appoint a highly motivated individual to lead the Sixth Form Careers Education in School, which includes tailoring the programme to the specific needs of our Sixth Form cohort across both schools.

Are you super organised, enthusiastic and proactive, with excellent communication and interpersonal skills?

The successful candidate will be confident, organised, enthusiastic and proactive with a good understanding of the UCAS process and apprenticeships.

The staff at Hasmonean come from a variety of religious and ethnic backgrounds.

Visit our website for an application form and for more information about the school [www.hasmoneanmat.org.uk](http://www.hasmoneanmat.org.uk)

Letters of application should be addressed to Mrs K Brice, c/o Ms J Grant j.grant@hasmonean.co.uk

**The letter should detail how your experience to date has prepared you for this post. Please refer to the job description and person specification, which can be found on our website. The letter should be no longer than one side of A4 and written in Calibre Font 11**

**Please note that in line with our safer recruitment practices we can only consider fully completed application forms and not CVs.**

**Closing date for applications: Friday 10th December 2021**

**We reserve the right to close these vacancies early should we receive an overwhelming response. All candidates are advised to refer to the job description and person specification before making an application.**

The appointment is subject to an enhanced DBS clearance.

The school is committed to safeguarding and promoting the welfare of children and young people