



# OUNDLLE

School

## Painter and Decorator

Oundle School was established in 1556 and is one of the country's leading co-educational boarding and day schools. The School has a turnover in the region of £40m and a staff of approximately 800. The School prides itself on being associated with the best in modern independent school education.

Oundle School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Successful applicants will be required to undergo child protection screening appropriate to the post including checks with past employers and the Disclosure and Barring Service.

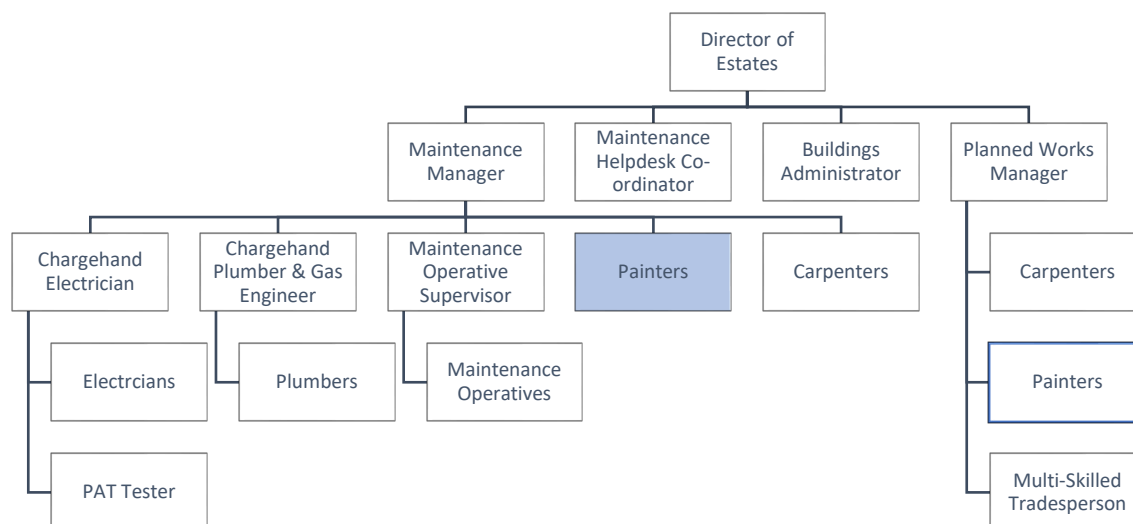
### About the department

The building department is one of the busiest within the school and carries the responsibility for ensuring the school can function through the use of its many and varied buildings.

Working within the Building Department, the role holder will report to the Maintenance Manager.

### About the role

The purpose of the role is to assist the Maintenance Manager to maintain the fabric of the schools buildings by tasks around (but not limited to) Painting and Decorating works.



## Role specification

The main duties and responsibilities of the role are listed below. Please note these are not exhaustive, but highlight the main tasks.

- To prepare any and all surfaces for the application of paint, varnish, paper or any other proprietary coverings by means of filling, sanding, burning or chemical stripping.
- To apply said coverings to prepared surfaces both internally and externally at ground level and at any height as may be required.
- To make safe, secure and then replace broken, cracked or other glazing at ground level and at any height as may be required.
- To co-operate in the promotion of safe working practices and health and safety legislation within the department.
- To undertake any and all training that may be required to carry out any given duties.
- Co-operate in minor works in connection with building refurbishments, and alterations to new and existing installations.
- Work alongside and communicate effectively with other trades and school personnel.
- To work in areas at heights and areas where access is restricted, and work indoors or out at any time of year
- To organise and programme own daily workloads, including the preparation of parts and materials lists for ordering.
- To work alongside contractors and consultants as required
- To adhere to all current health and safety legislation, as well as all of the schools own policies and procedures.
- To wear free issue cooperate work wear/protective clothing at all times.
- To carry out any other duties commensurate with the post as may be reasonably required by the line manager.
- To undergo any training required by the department
- Adhere to all current health and safety legislation, as well as the schools own policies and procedures.
- Wear free issue, corporate work wear/protective clothing at all times.
- Act at all times consistently with Oundle School's Safeguarding Policy, associated procedures and standards of behaviour and in line with Keeping Children Safe in Education (KCSIE) Part 1 and Annex B.
- Support the School's Prevent Strategy as outlined in the Prevent Policy in the Staff Handbook, ensuring that visitor and other relevant protocols are observed.
- Demonstrate an appreciation for the importance of diversity, through your actions and behaviours, with the School's Equality, Diversity and Inclusion Strategy.
- Ensure compliance with the School's Health and Safety policy and requirements.
- Carry out any other duties commensurate with the post as may be reasonably required by your Line Manager.

*These tasks are not intended to be exhaustive.*

*It is the shared responsibility of the post-holder and line manager to ensure that the job description is kept up to date.*

## **Equal Opportunities**

Oundle School and Laxton Junior School are proud to be equal opportunities employers. We welcome applications from all and value diversity throughout the School community. The School is committed to the elimination of unconscious bias, promoting an ethos of inclusion, respect for others and celebrating diversity in all its forms throughout the School community.

The recruitment process will be conducted in line with our Recruitment and Checks Policy and in such a way as to result in the selection of the most suitable person for the role in terms of relevant experience, abilities and qualifications, as well as to meet the School's compliance requirements.

The School will make reasonable adjustments to assist in the application and interviewing process of any disability identified by potential applicants, please make contact with the HR team in the first instance c/o [opportunities@oundleschool.org.uk](mailto:opportunities@oundleschool.org.uk) or ring 01832 277193.

## Person Specification

The selection of candidates for short-listing will be based on this specification. Candidates should bear this in mind when preparing their application and completing the application form.

Qualifications	Essential	Desirable
Proven experience of painting and decorating	✓	
Valid clean driving licence	✓	
Ability to read, write and communicate effectively	✓	
Experience of working in a maintenance environment		✓
Craft certificate in painting and decorating		✓
Competencies, Skills & Experience	Essential	Desirable
Interior and exterior decoration experience	✓	
Willing and able to work at height and in confined spaces	✓	
Knowledge of using risk assessments.		✓
Experience of working in a maintenance environment.		✓
Personal qualities	Essential	Desirable
Ability to carry out multiple tasks and have a positive approach	✓	
Ability to work on own initiative within given guidelines	✓	
Ability to work as part of a team and individually	✓	
Will need to be reasonably fit and healthy	✓	
Be able to self-manage multiple tasks.		✓
Adaptability and versatility		✓

All roles at the School are classed as 'regulated activity' as per the Keeping Children Safe in Education guidance, therefore a good understanding of safeguarding procedures is essential.

## Employment Information

The role is subject to a six-month probationary period. On completion, you will be expected to participate in the School's appraisal system.

All members of staff are appointed to the School as a whole and may reasonably be asked to undertake similar or related duties in a department or team other than that to which they were originally appointed, or for any subsidiary company.

The School is committed to safeguarding and promoting the welfare of children and young people, and expects all staff to share this commitment. All staff appointed to the School are required to be checked through the Disclosure and Barring Service, and to provide evidence of identity, evidence of their entitlement to work in the United Kingdom, and evidence of qualifications deemed essential to the role, or declared on their application form.

- **Start date:** 14 June 2026, subject to notice period and clearance of pre-employment checks (typically 4-6 weeks)
- **Contract:** Permanent, subject to a six-month probationary period
- **Working weeks:** This role is to work 52 weeks.
- **Hours of work:** 40 hours per week. 08:15 to 17:00 Monday to Friday. Breaks at 10:15 – 10:35 (paid) and 13:15-14:00 (unpaid).
- **Salary:** £30,335. You will be paid each month through the year.
- **Holidays:** 24 days' paid holiday in each complete holiday year, plus seven public holidays. This is pro-rata for part-time staff. The School contractually determines that 3 of the 24 days holidays, be taken between Christmas and New Year, where staff are contracted to work this period. There is a requirement to work any Bank Holiday when the School is in operation (currently the first May day).

To apply, please visit our Recruitment website at: [www.oundleschool.org.uk/vacancies](http://www.oundleschool.org.uk/vacancies)

**Closing date for applications is Friday 29 May 2026, 9am.  
Interviews will be held week commencing 8 June 2026**

If you have any questions about the role, please contact:

**Human Resources**

**Oundle School, The Bursary, Church Street, Oundle, Peterborough, PE8 4EE**

**Email: [opportunities@oundleschool.org.uk](mailto:opportunities@oundleschool.org.uk) / Tel: 01832 277193**