



# Assistant Site-Manager

Which members of staff do Assistant Site Managers work with:

Mr Moore, Office Staff

## Responsibilities:

- Arrive early in the morning (8.30am) to carry out duties.
- Help the site manager clear waste and recycling from the building.
- Organise equipment in the school grounds.
- Help tidy specific areas of the building.
- Assist the office staff, site manager and cleaners in maintaining the grounds.

## Skills required:

- Early riser!
- Positivity
- Commitment to the role
- Proactively helpful
- Efficient (quick at doing jobs)
- Tidiness



## Comments and views of some early morning monitors:

*"I like getting to come in early to work with the site-manager to do special jobs"*

*"It's nice to get to speak to the site-manager without lots of other children around and get to know them"*

*"Every day we get asked to do different things! Some of the jobs are actually really fun!"*