



Northampton School

Nurturing Success



WEEKEND LETTINGS OPERATIVE

Required for September 2025

NSB Trust Support Staff Scale point 13-17 £29,064 - £31,022 PA (FTE)

Part Time min 9 hrs per week

£7,069.62 to £7,545.89 Actual (9 Hours a week, 52 weeks)

The position will be to cover weekend lettings as follows:

8:30am to 1:00pm Saturday/Sunday.

Occasional cover of weekday evening lettings may be required with agreement from the postholder

Please see this link for full details of benefits: [NSB Trust Employee Benefits](#)

What we are looking for:

The NSB Trust is looking for a versatile, enthusiastic and practically skilled member of staff to work as part of our Trust Estates/Lettings Team on our brand-new site off Thorpeville, Moulton from September 2025.

The successful applicant will work as part of a small Lettings/Estates Team ensuring the security of the buildings, providing supervision of lettings and completing other duties whilst working closely with the Senior Leadership Team of Northampton School and the Estates Manager of NSB.

The successful applicant must:

- ✓ Be motivated, resilient, pro-active and a self-starter.
- ✓ Determined to ensure that the school is a pleasant, safe and secure learning environment so that all students make rapid progress.
- ✓ Work as part of the wider school team to identify and solve any emerging issues with the buildings/grounds.
- ✓ Model professional skills if working with school staff and outside agencies.

Hours: 9 hours a week for 52 weeks per year (full time)

8:30am to 1:00pm Saturday/Sunday.

Potential for 8:30am to 4:30pm with 1-hour lunch to be taken flexibly, dependent on lettings.

How to apply

We welcome all interested applicants to arrange a telephone/video call so that you can learn more about NS and what we could offer you as a member of staff.

Please also take the chance to browse our website to learn more about our school.

Applications are accepted via the application form (available on the vacancies page), via TES QuickApply or TeachNorthants. **We do NOT accept CVs as a form of application.** Please contact the school if you need to request the application form in a different format. We reserve the right to act on applications received, prior to the closing date, so encourage applications to be submitted as early as possible.

Closing date: 9am, Monday 22 September 2025.

Interviews: w/c Monday 22 September 2025.

Applications to hr@nsbtrust.school or The HR Office, c/o Northampton School for Boys

Billing Road Northampton NN1 5RT

Northampton School Headteacher: Matthew Edwards

The Academy is committed to safeguarding and promoting the welfare of children and vulnerable adults and expects all staff and volunteers to share this commitment. All post holders in regulated activity are subject to appropriate vetting procedures and a satisfactory Enhanced Disclosure and Barring Service check.