

Shakespeare

Primary School and Nursery

TOGETHER ANYTHING IS POSSIBLE



Dear Candidate

Thank you for the interest you have shown in the post of Bursar at Shakespeare Primary School and Nursery. The post represents a wonderful opportunity for the successful candidate to join a forward thinking staff team, in modern learning facilities.

At Shakespeare, support staff are a key part of the teaching and learning process and are involved in many aspects of school life.

We are looking to appoint a professional, positive and motivated individual, who is focused on leading the financial management of our thriving school. You must be an excellent communicator and have a background in finance. You must also be committed to delivering exceptional customer service.

Visits to the school are warmly welcomed by appointment with our School Business Manager. A wide range of information about the school is available on the school website.

Please note that the closing date is Friday 18 October 2019 at 1200.

We look forward to hearing from you.

Yours sincerely

Julian Gorton
Head Teacher

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Headteacher: **Julian Gorton**

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