



21<sup>st</sup> July 2010

An '*Outstanding*' school, OFSTED, Nov 2008

## Finance Manager

**Salary:** NJC M @ £21-24,000 pa pro rata for term time only + 15 days

**Closing date:** 12 noon, 4<sup>th</sup> August 2010

**Interview date:** 11<sup>th</sup> August (anticipated date)

**Start date:** 1<sup>st</sup> September 2010

The Ridgeway School is committed to 'Inspiring learners for their future'.

We are seeking a talented Finance Manager who will provide efficient and effective administrative support to the Senior Leadership Team and who will manage the day to day financial transactions of the school whilst assisting with the planning and development of support services.

Application form and further details are on our website: [www.ridgewayschool.com](http://www.ridgewayschool.com)

Our school email system is inactive from 23<sup>rd</sup> July until 4<sup>th</sup> August – ALL applications to be completed and posted to the school or hand delivered.

Mrs Fyfe, PA to Headteacher and Deputy Headteacher [fyfej@ridgeway.swindon.sch.uk](mailto:fyfej@ridgeway.swindon.sch.uk)

The Ridgeway School & Sixth Form College is very well situated just off the M4, within easy travelling distance of Bath, Bristol and Reading.

*To comply with the Asylum and Immigration Act 1998 (as amended by S147 of the Nationality and Immigration and Asylum Act 2002) all prospective employees will be required to supply evidence of eligibility to work in the UK.*

*The Ridgeway School & Sixth Form College is committed to safeguarding and promoting the welfare of children therefore all positions in the school will be subject to satisfactory Enhanced Criminal Records Bureau Disclosure.*