



# Twyford School



TWYFORD SCHOOL, WINCHESTER, HAMPSHIRE, SO21 1NW

Tel: 01962 712269 Fax: 01962 712100

[www.twyfordschool.com](http://www.twyfordschool.com)

IAPS co-educational day/boarding school

## Transport Coordinator (Estates Technician)

Do you have a passion for ensuring the buildings and grounds of one of the country's oldest Prep Schools in the country remain first class?

Do you like working in a friendly team environment and having the ability to showcase your skill sets?

Do you like going into work with a spring in your step, a smile on your face and working in an environment which looks after its staff and has incredibly low staff turnover?

If so, then working at Twyford could be the right job for you. We are a School of about 500 friendly children and staff set in 25 acres of beautiful countryside in the picturesque village of Twyford, near Winchester.

We are seeking to appoint an experienced, pro-active and friendly Transport Coordinator (Estates Technician) to join our estates team. Your primary responsibility will be to ensure the smooth operation of Twyford School's fleet of minibuses, with additional responsibility for keeping the School safe, secure and looking its best. Working throughout the year you will be computer literate, have previous experience in a driving job or similar and may have a range of good quality handyman and gardening skills. You will hold a full driving licence, and MIDAS and D1 will be an advantage.

Working hours will normally be 40 hours per week worked on a rota basis, with a willingness to be flexible to meet the business needs. In addition to your salary, you will receive an employer's contribution to your pension, 28 days annual leave each year plus bank holidays and lovely meals whilst on duty during term time.

**Applicants should apply at their earliest opportunity. Applications will be considered as soon as they are received in School.**

An application form and further details of the role can be found:  
on our website: [www.twyfordschool.com](http://www.twyfordschool.com)  
via email [hr@twyfordschool.com](mailto:hr@twyfordschool.com)  
or by telephone 01962 712269

Completed application forms should be returned:  
by e-mail to [hr@twyfordschool.com](mailto:hr@twyfordschool.com)  
or by post to: HR Manager,  
Twyford School, High Street, Twyford, Hampshire, SO21 1NW.

*Twyford School is fully committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS). It is an offence to apply for this role if you are barred from engaging in regulated activity relevant to children.*