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**CORNWALL
COUNCIL**

Vacancy bulletin

Week commencing 29 June 2009

Week 25

0300 1234 100

www.cornwall.gov.uk

How to apply

The application details for all vacancies, unless otherwise stated, are below
Alternatively, you can apply online by visiting www.cornwall.gov.uk/vacancies

Application route A

An application form and further details can be obtained from:

Telephone: **01872 322670**
(24 hour answerphone)
Email: **recruitmentadmin@cornwall.gov.uk**

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Application Route B

An application form and further details can be obtained from:

Telephone: **01872 323630**
(24 hour answerphone)
Email: **recruit.cypf@cornwall.gov.uk**

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Application Route C

An application form and further details can be obtained from:

Sue James, Family Services
Quayside House, Newham Road
Truro TR1 2DP

Telephone: **01872 270377**
Email: **early@cornwall.gov.uk**

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Application Route D

An application form and further details can be obtained from:

Telephone: **01872 222000**
(8am – 5pm Monday to Thursday
and 8am – 4.30pm Friday only)
Email: **commercialservices@cornwall.gov.uk**

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Application Route E

An application form and further details can be obtained from:

Education Audiology Centre
Priory Road, St Austell PL25 5AB

Telephone: **01726 61004**
Email: **hearing.support@cornwall.gov.uk**

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Application Route F

An application form and further details can be obtained from:

Room 710, Old County Hall
Truro TR1 3AT

Telephone: **01872 322781**
Email: **recruitment@fire.cornwall.gov.uk**

Adult Care & Support

Care Managers (Advanced Practitioners)

Cornwall
Grade L, £34,186 - £41,083 pa
Permanent – 37 hours per week Ref: 6971

For an informal discussion please contact
Jane Nicholas on 01872 324206 or email:
jnicholas@cornwall.gov.uk

Enhanced CRB checks required for these posts.

Application route A
Closing date: **13 July 2009.**

Care Managers (Team Managers)

Cornwall
Grade L, £34,186 - £41,083 pa
Permanent – 37 hours per week Ref: 6972

For an informal discussion please contact
Jane Nicholas on 01872 324206 or email:
jnicholas@cornwall.gov.uk

Enhanced CRB checks required for these posts.

Application route A
Closing date: **13 July 2009.**

Approved Mental Health Professional

West Cornwall
Grade K, £30,090 - £36,838 pa
Permanent – 37 hours per week Ref: 6997

For an informal discussion please contact Andy Fox,
Head of Social Work, or Linda Barlett on 01208 256262.

A CRB check is required.

Application route A
Closing date: **13 July 2009.**

Approved Mental Health Professional

West Cornwall
Grade K, £30,090 - £36,838 pa
Permanent – 18.5 hours per week Ref: 6999

For an informal discussion please contact Andy Fox,
Head of Social Work, or Linda Barlett on 01208 256262.

A CRB check is required.

Application route A
Closing date: **13 July 2009.**

Occupational Therapist (Housing)

Penzance
Band 6, £24,103 - £32,653 pa pro rata
Temporary maternity cover
18.75 hours per week Ref: 6998

For an informal discussion please contact
Diane Peake (Mon – Wed) or Jane Worsley
(Thurs & Fri) on 01872 324733.

A CRB check is required.

Application route A
Closing date: **12 July 2009.**

Social Workers

Cornwall
Grade I/J, £21,850 - £32,475 pa
Temporary & Permanent
37 hours per week Ref: 6973

For an informal discussion please contact
Margaret Green on 01872 327638 or email:
mgreen@cornwall.gov.uk

Enhanced CRB checks required for these posts.

Application route A
Closing date: **13 July 2009.**

Showroom Sales Supervisor

Tremorvah, Truro
Grade H, £19,490 - £23,473 pa
Temporary for 12 months in the first instance
37 hours per week Ref: 7003

For an informal discussion please contact
Hayley Parish or Richard Glanville on 01872 324340.

Application route A
Closing date: **13 July 2009.**

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Case Co-ordinator

West Cornwall
Grade G/H, £16,799 - £23,473 pa
Permanent – 37 hours per week Ref: 6991

For an informal discussion please contact
Marilyn Soady, Care Manager on 01872 324726.

Application route A
Closing date: **13 July 2009.**

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Team Administrator *

Camborne
Grade F, £14,587 - £18,937 pa
Temporary 6 months secondment cover
37 hours per week Ref: 7000

For an informal discussion please contact Ally Green,
Admin Officer on 01872 327922.

Application route A
Closing date: **6 July 2009.**

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Children, Schools & Families

Access & Assessment Service Managers *

Area to be confirmed
Grade M, £38,521 - £46,210 pa
Permanent – 37 hours per week Ref: 7005

For an informal discussion please contact Ruby Parry
on 01872 323637.

Application route B
Closing date: **8 July 2009.**
Interview date: **13 July 2009.**

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Business Support Manager

East Cornwall
Grade L, £34,286 - £41,204 pa
Permanent – 37 hours per week Ref: 7006

For an informal discussion please contact Helen Ferris,
Senior Manager Directorate Development on
01872 324409.

Application route B
Closing date: **13 July 2009.**
Interview date: **w/c 20 July 2009.**

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Education Improvement Officer – SEN/LDD Inspector*

Area to be confirmed
Soulbury 13 – 16
Permanent – 37 hours per week Ref: 7004

For an informal discussion please contact Elaine Cole,
Senior Education Improvement Officer SEN/LDD on
01209 721430.

Application route B
Closing date: **3 July 2009.**
Interview date: **8 July 2009.**

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Communities

Town Centre Manager

St Austell
Restormel BC M, £28,947 - £31,439 pa pro rata
Temporary maternity cover
18.5 hours per week Ref: 7010

For an informal discussion please contact Rob
Andrew on 01872 224239, email:
randrew@cornwall.gov.uk or Tasha Davies on 01726
63020, email: tasha.davis@cornwall.gov.uk

Application route A
Closing date: **13 July 2009.**

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Administrator *

Truro
Grade F, £14,587 - £18,937 pa
Permanent – 37 hours per week Ref: 7013

Application route A
Closing date: **9 July 2009.**
Interview date: **15 July 2009.**

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Swimming Teacher

Dragon Leisure Centre, Bodmin
NCDC Grade G, £20,652 - £23,473 pa pro rata
Casual – Variable hours approx
4 – 6 per week Ref: 7009

Application route A
Closing date: **23 July 2009.**
Interview date: **3 August 2009.**

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Leisure Assistant (Wet & Dry)

Dragon Leisure Centre, Bodmin
NCDC Grade B, £12,629 - £13,027 pa
Permanent – 37 hours per week Ref: 7011

Application route A
Closing date: **15 July 2009.**
Interview date: **27 July 2009.**

Casual Leisure Assistants

Saltash Leisure Centre
£6.54 per hour
Casual – Variable hours Ref: 7002

Subject to CRB check

Application route A
Closing date: **31 July 2009.**

Casual Leisure Assistants

Lux Park Leisure Centre
£6.54 per hour
Casual – Variable hours Ref: 7008

Subject to CRB check

Application route A
Closing date: **31 July 2009.**

Corporate

Post Technician *

Penzance
Grade C, £12,309 - £13,703 pa pro rata
Temporary for 9 months
12.5 hours per week Ref: 7012

Application route A
Closing date: **9 July 2009.**

Environment Planning & Economy

Waste Loader/Labourer *

Bude Depot
Grade C Spinal Point 9, £13,421 pa
Permanent
37 hours per week (4 days) Ref: 6995

Application route A
Closing date: **15 July 2009.**

Waste Loader/Labourer *

Bodmin Depot
Grade C Spinal Point 9, £13,421 pa
Permanent – 37 hours per week Ref: 6996

Application route A
Closing date: **15 July 2009.**

Admin Assistant *

Truro
Grade E, £13,276 - £15,895 pa
Permanent – 37 hours per week Ref: 7007

For an informal discussion please contact Angie Sanders, Planning Liaison & Performance Officer on 01872 322623.

Application route A
Closing date: **17 July 2009.**

Environment Apprentice (Bude)

Windwhistle House, Bodmin
£160 per week
Temporary for 18 months
37 hours per week Ref: 6994

A CRB Check is a requirement of this position plus the ability to undertake an NVQ2 in Environmental Conservation.

Application route A
Closing date: **13 July 2009.**

Environment Apprentice Sites & Trails

Windwhistle House, Bodmin
£160 per week
Temporary for 18 months
37 hours per week Ref: 6993

A CRB Check is a requirement of this position plus the ability to undertake an NVQ2 in Environmental Conservation.

Application route A
Closing date: **13 July 2009.**

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Commercial Services

Site Supervisor and Cleaner* - 1 Position

Grade C, £12,309 - £13,703 pa pro rata (£6.38 - £7.10 per hour) and Grade A, £11,995 pa pro rata (£6.22 per hour)
Ref: 6325. BUDE. Budehaven Community School.
One person required to work a 20 hour, 5 day week (10 hours at Grade C and 10 hours at Grade A). Daily times 2.15pm – 6.15pm.

Cleaners* – 2 Positions

Grade A, £11,995 pa pro rata (£6.22 per hour)
Ref: 6326. BUDE. Budehaven Leisure Centre, to work a 7.5 hour, 5 day week. Daily times 6.30am – 8.00am. Term time only.
Ref: 6327. BUDE. Budehaven Community School to work a 5 hour, 5 day week. Daily times 11.15am – 12.15pm.

Please note that applications are invited from Cornwall Council employees only.

Application route D

Closing date: **1 July 2009.**

Cleaners - 16 Positions

Grade A, £11,995 pa pro rata (£6.22 per hour)
Ref: 6328. LISKEARD. (previously 6297) Dobwalls Community Primary School PL14 4LU, to work a 10 hour, 5 day week. Daily times AM/PM. – to be arranged.

Ref: 6329. LISKEARD. (previously 6299) Liskeard School and Community College PL14 3DY, to work a 15 hour, 5 day week. Daily times 3.30pm – 6.30pm. This is a temporary post.

Ref: 6330. LISKEARD – 2 posts (previously 6298) Liskeard School and Community College PL14 3DY to work a 15 hour, 5 day week. Daily times 3.30pm – 6.30pm.

Ref: 6331. TRURO. (previously 6301) Old County Hall TR1 3BA to work a 15 hour, 5 day week. Daily times 4.30pm – 7.30pm.

Ref: 6332. REDRUTH. Portreath Community Primary School TR16 4LU, to work a 12.5 hour, 5 day week. Daily times 3.30pm – 6.00pm.

Ref: 6333. LISKEARD. (previously 6302) Quethiock CofE School PL14 3SQ, to work a 10 hour, 5 day week. Daily times 4.00pm – 6.00pm.

Ref: 6334. REDRUTH. Treloweth Community Primary School TR15 3JL, to work a 12.5 hour, 5 day week. Daily times 3.30pm – 6.00pm.

Ref: 6335. REDRUTH. Treloweth Community Primary School TR15 3JL, to work a 15 hour, 5 day week. Daily times 3.15pm – 6.15pm. This post is temporary to cover long term sickness.

Ref: 6336. REDRUTH/FALMOUTH- 6 posts, Cleaners wanted to work during the Summer holidays. Daily times to be arranged.

Ref: 6337. ST AUSTELL (previously 6305) St Dennis Community Primary School PL26 8AY to work a 15 hour, 5 day week. Daily times 8.00am – 9.00am and 3.30pm – 5.30pm.

Site Supervisor and Cleaner - 4 Positions

Grade C, £12,309 - £13,703 pa pro rata
(£6.38 - £7.10 per hour) and Grade A, £11,995 pa
pro rata (£6.22 per hour)

Ref: 6338. REDRUTH. Portreath Community
Primary School TR16 4LU One person required to
work a 16.5 hour, 5 day week (5 hours at Grade C
and 11.5 hours at Grade A). Daily times am and
pm – to be arranged.

Ref: 6339. LISKEARD. (previously 6308) Quethiock
CofE School PL14 3SQ. One person required to
work a 12.5 hour, 5 day week (2.5 hours at Grade
C and 10 hours at Grade A). Daily times 3.30pm –
6.00pm.

Ref: 6340. REDRUTH. Scorrier Depot TR16 5EH
One person required to work a 15 hour, 5 day
week (5 hours at Grade C and 10 hours at
Grade A). Daily times 5.30pm – 8.30pm.

Ref: 6341. WADEBRIDGE. (previously 6309)
Wadebridge School PL27 6BU. One person
required to work a 20 hour, 5 day week (10 hours
at Grade C and 10 hours at Grade A).
Daily times 3.20pm – 7.20pm.

Application route D
Closing date: **8 July 2009.**

Education – Primary

BERRYCOMBE SCHOOL

Berrycoombe Vale, Bodmin PL31 2PH

Tel: 01208 74969

Reading Recovery Teacher 0.6FTE

Main Pay Scale

Minimum three years' experience required to run
Reading Recovery.

Please contact the school for further information
and application pack.

Closing date: **10 July 2009**

Interview date: **15 July 2009.**

BISHOP CORNISH CHURCH OF ENGLAND V.A. PRIMARY SCHOOL

Lynher Drive, Saltash PL12 4PA

Tel: 01752 845463

Email:

secretary@bishop-cornish.cornwall.sch.uk

Nursery Nurse x3

Must be qualified to either NVQ Level 2 or 3

Please contact the school for further information
Closing date: **7 July 2009.**

BLISLAND C P SCHOOL

Waterloo, Blisland, Bodmin PL30 4JX

Tel: 01208 850565

Email: secretary@blisland.cornwall.sch.uk

Web: www.blisland.cornwall.sch.uk

Teaching Assistant

Grade C, Band 1 FTE £12,309 pro rata
Part-time 15 hours per week

Experience of KS2 would be an advantage. A CRB
check will be required for the successful candidate.

For further information and an application
form please send a large SAE to the school
address above.

Closing date: **10 July 2009.**

Interview date: **20 July 2009.**

BURRATON C P SCHOOL

Fairmead Road, Saltash PL12 4LT

Tel: 01752 843019

Email: secretary@burraton.cornwall.sch.uk

Web: www.burraton.cornwall.sch.uk

SEN Teaching Assistant

Grade D, 28.45 hours per week

Experience is desirable.

Please email the school address above for an
application form and further information.

Closing date: **10 July 2009.**

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**FOURLANESEND COMMUNITY
PRIMARY SCHOOL**

Cawsand, Near Torpoint PL10 1LR

0.6 Year 5/6 Teacher – MPS

Initially temporary fixed term contract for one year.

Proven expertise in core subjects would be an advantage. All appointments are subject to enhanced CRB check.

For application forms and further details please contact the secretary at the school address above.

Closing date: **10 July 2009.**

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KING CHARLES C OF E (VC) PRIMARY SCHOOL

Western Terrace, Falmouth TR11 4EP

Tel: 01326 313607

Receptionist/Telephonist

Grade C, £12,273 - £13,663 pro rata
30 hours per week

Maths and English GCSE or equivalent is required as well as word processing and knowledge of the school SIMs system. CRB check is required.

Please contact Zoe Chambers at the school address above.

Closing date: **12pm, 9 July 2009.**

Interviews: **14 July 2009.**

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LOOE COMMUNITY SCHOOL

Sunrising, East Looe PL13 1NQ

Tel: 01503 262625

Email: smclachlan@looe.cornwall.sch.uk

Web: www.looe.cornwall.sch.uk

Teacher of Mathematics

MPS

Required for September 2009, temporary full-time position for one term. CRB check is required.

An application form and further details can be obtained from the vacancies page at the web address above or telephone Sarah McLachlan, Headteacher's PA on the telephone/email above.

Closing date: **9am, 3 July 2009.**

LUXULYAN SCHOOL

Luxulyan, Bodmin PL30 5EE

Tel: 01726 850397

Email: secretary@luxulyan.cornwall.sch.uk

Head's Relief

0.6 MPS

Required from September 2009

For further information and informal discussion please contact Brian McCaldin, Headteacher by email or phone details above.

Closing date: 10 July 2009.

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MANACCAN PRIMARY SCHOOL

Church Town, Manaccan, Helston TR12 6HR

Tel: 01326 231431

**Teaching Assistant (Early Years
Foundation/Year 1&2)**

Grade G, £12,309 pro rata, £5,016
(pay award pending)

Initially required for one term from September 2009

Lunchtime Supervisor

Grade B1, £11,995 pro rata, £1,560
(pay award pending)

Initially required for one term from September 2009.

Please note this post could be combined with the above.

Both of the above posts will be subject to the usual checks.

For further details please contact the school address above for the attention of the Headteacher.

Closing date for both posts: **9am, 10 July 2009.**

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MOUSEHOLE C P SCHOOL

Mousehole, Penzance TR19 6QQ

Tel: 01736 731427

Email: secretary@mousehole.cornwall.sch.uk

Upper Key Stage 2 Teacher

Required from September 2009 for maternity cover (initially for 3 months)

Experience/Knowledge of Science would be an advantage.

Further details and an application form can be obtained by calling or emailing the school using the details above.

Closing date: **10 July 2009.**

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**ST. DAY & CARHARRACK
COMMUNITY SCHOOL**

School Hill, St Day, Redruth TR16 5LG

Tel: 01209 820456

Email: secretary@st-day.cornwall.sch.uk

Teaching Assistant

Required from September 2009.

Experience of good quality Foundation Stage practice and Makaton signing desirable, though not essential.

Further details and application forms are available from the school on receipt of a large SAE or by emailing the above address.

Closing date: **9 July 2009.**

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STITHIANS C P SCHOOL

Church Road, Stithians, Truro TR3 7 DH

Email: enquiries@stithians.cornwall.sch.uk

Web: www.stithians.cornwall.sch.uk

Headteacher: Louise Northern B.Ed NPQH

Part-time Teaching Assistant

NVQ Level 2 in Supporting Teaching and Learning in School or equivalent would be an advantage.

Applicants should contact the Headteacher for details and an application form.

Closing date: **6 July 2009.**

VERYAN C OF E PRIMARY SCHOOL

Veryan, Truro TR2 5QA

Tel/Fax: 01872 501431

Veryan Pre-School Leader

Salary on application

Required from September 2009 Term time only
20 hours per week/Flexible hours

NVQ 3 or equivalent and CRB check is required.

For an application form and job description please contact the school secretary at the school details above.

Closing date: **8 July 2009**

Interviews: **10 July 2009.**

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Education – Secondary

PENRYN COLLEGE

Poltisko Road, Penryn TR10 8Pz

Tel: 01326 372379

Art Technician

Grade E £13,276 - £15,895 pa pro rata
15 hours per week, term time only.

Cover supervisor

Grade E/F £13,276 - £18,937 pa pro rata
Term time only hours to be confirmed but up to 30 hours per week.

Qualified teacher preferred but not essential.

Part-time Administrator

Grade D, £12,708 - £14,587 pro rata
23 hours per week, term time plus 12 days

Lunchtime Supervisors

Grade B £6.21 per hour
All vacancies to start September 2009.

Further details from Sasha Wilkinson,
Personnel Officer.

Email: swilkinson@penryn-college.cornwall.sch.uk

Closing date for all posts: **1 July 2009.**

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