



# ELLESMERE PORT CATHOLIC HIGH SCHOOL

*'I have come so that they may have life and have it to the full'* John 10.10

September 2021

**Cover Supervisor AAAE5051**  
Grade 5, £10.21 - £11.27 per hour  
£19,698 - £21,748 paid pro rata  
29.15 hours per week  
Required as soon as possible

Dear Applicant,

Thank you for your interest in the above post at Ellesmere Port Catholic High School. We are looking for a cover supervisor to work 29.15 hours per week between the hours of 8.30am and 3.00pm on a term time only basis over 38 weeks per year.

The successful candidate is expected to be enthusiastic, highly motivated with developed skills and have the ability to work well with students.

Enclosed is a copy of our job description, person specification and application form. The completed application form should be returned by **9.00am on Wednesday 13<sup>th</sup> October**. Following completion of the short-listing process, candidates will be invited for interview Wednesday 20<sup>th</sup> October. Please return complete application forms to [Human.Resources@epchs.co.uk](mailto:Human.Resources@epchs.co.uk)

The application form allows some space for a letter of application. The letter will form an important part of the initial selection process for short-listing. Should you decide to apply for the post you should not feel constrained by the space available and a separate sheet is perfectly acceptable. Please complete the application form in full. CVs will not be accepted as a substitute for the information required.

We take our responsibility to protect and safeguard the welfare of our students seriously. Successful candidates will be DBS checked. The school is committed to Equality of Opportunity.

Mr Carl Jones  
Business Manager

Capenhurst Lane, Whitby, Ellesmere Port, Cheshire, CH65 7AQ  
Tel: 0151 355 2373 Attendance Line: 0151 513 4453  
Email: [admin@epchs.co.uk](mailto:admin@epchs.co.uk) [www.epchs.co.uk](http://www.epchs.co.uk)  
Headteacher: Mrs C. Vile B.Ed. Hons