



HAMPTON SCHOOL
(HMC 1270 boys 11-18, 380 in Sixth Form)

**SENIOR SIMS ADMINISTRATOR
(FULL-TIME TERM TIME ONLY)**

Hampton School is seeking to appoint a Senior SIMS Administrator. Applicants should have previous SIMS experience including Assessment Manager for academic reporting and UCAS. Knowledge of timetabling and NOVA-T experience is also desirable.

The post is full-time term time only appointment (plus 20 days) with working hours of 8:45am – 4:45pm. The salary will be not less than £28,187 (pro rata) with health insurance and other benefits.

The closing date for applications is Monday 6 February 2017 at 9am.

Further details of the post and an application form may be obtained from the Hampton School website www.hamptonschool.org.uk. Application forms to be emailed to recruitment@hamptonschool.org.uk.

Hampton School is committed to safeguarding and promoting the welfare of children and the successful applicant will be subject to child protection screening appropriate to the post, including checks with past employers and an enhanced disclosure through the DBS. Hampton School is an Equal Opportunities Employer. Registered Charity No 1120005. Company No 06264434.