

Dovecote Day Nursery

VACANCY

Day Nursery Manager

We are recruiting for a nursery manager to join our nursery which is purpose built and provides a bright, homely and secure environment. The layout has been carefully set up to provide a friendly place for the children to spend their day.

Opening Hours: 7.30 am – 6:30 pm Monday to Friday

Annual Salary: £18564

Job Description: The successful candidate will share the responsibility of the day to day running of the nursery. Responsibilities include managing and developing a small team of staff and the continuous monitoring of the quality of provision.

What you need:

- Good leadership, organisational and record keeping skills
- Level 3 Childcare qualification or above
- At least 2 years' previous experience in a management/supervisory role in a nursery setting
- To be passionate and have a positive attitude towards working with children
- A warm, approachable and professional attitude
- Excellent communication skills

**For a job application pack please contact:
CVs will not be accepted**

Ellie Williams
Administrator
DOVE Workshop
Roman Road
Banwen
NEATH, SA10 9LW
Tel: 01639 700024

Email: elliewilliams.dove@gmail.com

**Closing date for applications is Thursday 18th October 2018 at 4 pm
Interviews to be held 25th October 2018.**

The post is subject to an Enhanced Disclosure Barred Service Check (Children)