

# Estates Operations Manager

Salary: NJC Grade 9 SCP 36 – 40, £44,428 to £48,474  
[Local Government Pay award pending]



The Emmaus Catholic Academy Trust is dedicated to providing an outstanding Catholic Education to our children and pupils. We are seeking to expand our central team and appoint an Estates Operations Manager to support our Head of Environment and Estates.

As the successful candidate, you will be a humble and credible, outstanding and highly motivated individual who will be a key member of the CAT's Central Team.

This post would be suitable for:

A capable and highly experienced Estates professional who can support the development, maintenance and compliance of the school estate across the CAT and be a leading advocate of our Environment and Estates strategy.

The successful candidate will have previous experience in an estates operations management role, whilst having knowledge of statutory requirements, Computer-Aided Facilities Management systems and Energy Optimisation. Previous experience of working in an educational setting is desirable however, the candidate must have experience of managing a multi-site complex.

The Estates Operations Manager will support estates and environment development across our family of schools to enable our CAT to successfully deliver the best education for all our children and pupils.

This is a high-profile role for an inspirational individual. With a flexible and calm approach, you will share best practice across our schools, draw on the talents of staff and build on our many strengths.

Please contact Liz Moran, Senior Administrator via email; [liz.moran@emmauscat.com](mailto:liz.moran@emmauscat.com) for further details and application form.

**Contract/Hours of work:** Full-time, 35hrs per week  
**Permanent, All Year Round**

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**Location:**

Based at the CATs Central Offices in Sale with occasional travel to schools across Greater Manchester.

**Our offices are easily accessible from the M60 (J7), the A56 from Manchester City Centre and are within walking distance from the nearest Metrolink Tram station with exceptional amenities.**

**Line Management:**

The Estates Operations Manager will work under the direction of the Head of Environment and Estates as the Estates team grows, there is potential for the Estates Operations Manager to line manage central estates resources.

**Key contacts:**

CSEL, COO, CFO, Directors of Primary and Secondary Education, Headteachers, Emmaus CAT Central Team, CAT Business Managers and Site managers, caretakers, third parties and any other relevant key personnel.

**Responsibilities**

Working alongside the CEO, CFO, COO and Central Team to support our headteachers, leadership teams and school staff.

**Closing date for applications: Wednesday 13<sup>th</sup> November 2024, 9am**  
**Interviews will take place on Wednesday 20<sup>th</sup> November 2024 at Jackson House, Sale**