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Email: office@cavendish.bradford.sch.uk
Website: www.cavendishprimary.org.uk

Executive Headteacher: Noreen Dunn
Head of School: Jonathan Nixon

January 2020

Dear Applicant

General Administration Assistant

Thank you for your interest in the above post. Please find enclosed information about our school, the personnel specification and job description.

The deadline for applications is Thursday, 13th February 2020 at 5pm.

You are very welcome to look around the school prior to making your application. Please contact the school office to arrange a visit.

We look forward to receiving your application.

Yours sincerely

Andrew Cheeseman
Business Manager