

<b>Job Title:</b>	<b>Data &amp; SIMs Manager</b>
<b>Application closing date:</b>	27 July 2020 (noon)
<b>Interviews:</b>	To be advised
<b>Start date:</b>	1 September 2020
<b>Salary:</b>	Grade E (pay award pending) 25,833 - £28,791 fte
<b>Location:</b>	Basingstoke
<b>Contract Type:</b>	37 hours per week, term time only + 2 weeks
<b>Contract Term:</b>	Fixed Term to 31 August 2021

Dove House is an outstanding school (Ofsted 2019) for children with moderate learning difficulties and autism. We converted to an academy in November 2011 and have enjoyed many benefits from the autonomy this brings. Dove House is also an accredited Teacher Training Provider (SCITT) but above all it is a school which makes a difference to all those who are connected with it.

We are looking for an experienced, dynamic and innovative individual to join our support team. The successful candidate will provide a critical service to the senior leadership team providing accurate database and statistical information relating to staff and pupils for all management reporting purposes. You will have experience and expertise in the use of SIMS and Microsoft Excel, and be responsible for producing and presenting meaningful data to various stakeholders.

An application form and job description can be found on the school website <https://www.dovehouseacademy.com/about-us/vacancies/> or via contacting Debbie Andrews, HR Officer [d.andrews@dovehouse.hants.sch.uk](mailto:d.andrews@dovehouse.hants.sch.uk) please note we cannot accept CV's.

Dove House School is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks.