

# Chichester High School for Boys



Kingsham Road, Chichester, West Sussex, PO19 8AE  
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email: [office@chsb.org.uk](mailto:office@chsb.org.uk) web: [chsb.org.uk](http://chsb.org.uk)  
A DfE designated Specialist College in Business & Enterprise  
Headteacher: Mr Gavin Salvesen-Sawh MA, BA, NPQH



June 2014

Dear Prospective applicant

**RECEPTIONIST/TELEPHONIST, 37HRS PER WEEK, TERM-TIME ONLY**  
**SALARY: GRADE 3, PT 11, £14,880 PER ANNUM (£12,304 PRO-RATA)**

Thank you for your interest in the post advertised here at CHSB.

We are seeking to recruit someone who is enthusiastic, hard working, highly motivated and who would welcome the chance to make a difference to the school life of our delightful pupils and become a member of our hard working team of teaching staff, support staff and pupils.

CHSB offers full support to its staff, including a programme of Continuing Professional Development training and the opportunity of involvement in various extra-curricular activities.

The staff work hard to support our pupils both academically and pastorally, and the exam results over the past few years reflect this. We are currently enjoying a three year upward trend with our results at KS4. We are one of only seven schools in West Sussex with such an upward trend.

We have a strong 6<sup>th</sup> Form, which is mixed, excellent sports facilities, a Combined Cadet Force and many extra-curricular activities.

We are in the process of a new £3.5M rebuild, which includes a new 3 storey building, a new Food Technology Room and an extension to our Dining area. The 3 storey building will be a great addition to our already excellent facilities and will be complete for 1<sup>st</sup> September 2014.

Applicants are required to fully complete the application form and also write a letter of application of **no longer than 2 sides of A4, using font 12 in Times New Roman. Please use the Job Description to guide your letter.** The deadline for applications is **THURSDAY 3<sup>rd</sup> JULY at 1pm. Completed applications to: [recruitment@chsb.org.uk](mailto:recruitment@chsb.org.uk).** Should you have any questions regarding these vacancies please contact Cathryn Mercer, Support to Headteacher, on 01243 832206.

I look forward to receiving your application.

Yours sincerely

**Gavin Salvesen-Sawh**  
**Headteacher**

**Abeunt Studia in Mores**



**INVESTORS  
IN PEOPLE**

