



JOB VACANCY

Overview of the role

To be part of the Portway Annexe team carrying out general caretaker and cleaning.

Job Title Fixed Term Contract (6 months) Evening Caretaker / Cleaner

Hours of Work 8 - 17.5 hours per week

Monday, Wednesday & Friday 4 hours a day 5.30pm-9.30pm

And two Saturdays per month 9.5 hours a day 8.30am – 6pm

Salary SCP 13: £13.69 per hour

For key duties information and application form please visit

www.wells.gov.uk/latestnews

For further information please email or

Haylee Wilkins, Town Clerk, on 01749 673091 reception@wells.gov.uk

Closing date for applications is Friday 31st October 2025. Candidates must be available for interview on Thursday 6th November 2025.