



## Concierge/Security Officer

Chetham's School of Music is seeking a Concierge/Security Officer to join the internationally renowned specialist music school located in city centre Manchester. Chetham's is a magical place, home to the UK's largest specialist music school, the oldest library in the English speaking world and a world-class concert venue all in the heart of Manchester.

### The job

- This is a full-time position currently working 12 hours per shift worked on a rota of day and night shifts with a requirement to cover colleagues' leave which will be paid as overtime. Bank holidays will be normal working days dependant on the shift pattern, payment for these days is included in the annual salary.
- To work as a Security Officer on the shift rota, undertaking the provision of general security to the Chetham's premises and grounds throughout the year recording and logging all patrols.
- Provide a courteous and professional comprehensive service to staff and students at Chetham's, Visitors, Contractors and the general public, providing assistance, directions, help and accurate advice.

### In return

- Salary – £27,635.62 per annum (Scale Point 16-17)
- The post holder is entitled to paid annual leave of (20 days + 8days ) 6 weeks (6 weeks of 4 days including an allowance for bank holidays) to fit in with the existing shift pattern.
- Benefits include, meals during term time, onsite gym, free tickets to selected concerts & Cycle to Work Scheme.

**Closing date:** 9am, Friday 7<sup>th</sup> August 2026

**Interviews will be held in person:** TBC

Please ensure that you download and save the application form to your computer before completing the form, as completing within your browser may result in information not being saved.

Please send your completed application form to [HR@chethams.com](mailto:HR@chethams.com)

Chetham's is committed to safeguarding and promoting the welfare of children; applicants must be willing to undergo child protection screening including checks with past employers and the Disclosure and Barring Service. Reg. Charity No: 526702