



MARICOURT
CATHOLIC
HIGH SCHOOL
& SIXTH FORM CENTRE

MARICOURT CATHOLIC HIGH SCHOOL

Hall Lane, Maghull, Merseyside, L31 3DZ

Telephone 0151 330 3366; Fax 0151 284 6631

E-mail: Recruitment@maricourt.net

Maricourt Catholic High School is a
Co-Educational Comprehensive 11-18 Voluntary Aided School
1126 on roll (126 in Sixth Form)

Business Manager required from July 2025

NJC Grade K-L SCP 40-43 (£49,764 to £52,805) Full time 36 hrs a week

We are seeking to appoint a Business Manager to lead and support the school's strategic approach for school operations, managing Finance, Human Resources, Premises and Health & Safety, IT, GDPR, Data, Exams, Pastoral and Administrative support together with other support services.

The successful candidate would be joining a highly supportive team of staff supporting our pupils to achieve their potential.

Maricourt is committed to the safeguarding of its students. Enhanced due to the nature of the work, the post is exempt from the Rehabilitation of Offenders Act 1974 and the successful candidate must be able to obtain a satisfactory Enhanced Disclosure (via the Criminal Records Bureau) in order to be appointed to the post. Due diligence and social media checks will be undertaken as part of the recruitment process.

Job description and application form available on our website: www.maricourt.net under vacancies.

Closing Date : **Tuesday 27th May 2025 at 9.00 am**

No CV'S. Completed applications to be returned to Recruitment@maricourt.net