



Blue Gate Fields Infant School

Contact details: King David Lane, Stepney E1 0EH Tel 0207 790 3611

Finance Officer - Part Time

Contract Type: Permanent – Term time only 39 Wks

Salary: £21,322.50 per annum

Working Arrangement: 8.30am – 4.30pm

Vacancy Hours: 21hrs per week (Worked over 3 days)

Closing date for all applications: Tuesday 1st September 2026 at 12 noon.

If you possess an AAT qualification, we have a great opportunity for a proactive Finance Officer to join our school.

Qualities we are looking for are:

Experience of carrying out all financial duties, timely and accurately.
 A warm, friendly and positive 'can-do' attitude.
 Excellent communication and interpersonal skills.
 Great team working skills.
 Efficient, flexible and enthusiastic.

The school is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The successful candidate will require an enhanced DBS clearance. We are dedicated to equality and valuing diversity.

How to apply: Please download an application pack from the school's website
<https://www.bluegatefieldsinfant.co.uk>

Please return your application to the head@bluegatefields-inf.towerhamlets.sch.uk.

Shortlisting date: Wednesday 2nd September 2026

Interview date: (tbc)