****

**Maths Hub Administrator**

**Part Time (15 hours per week – flexible working hours), Fixed Term (Until July 2023)**

**Salary: £11.53 per hour (TPAT Point 7)**

CODE Maths Hub are seeking to appoint an administrator to provide effective administration for Maths Hub activity and act as an initial point of contact for schools.

For further information please contact Chris Gould [chrisgould@tpacademytrust.org](mailto:chrisgould@tpacademytrust.org)

**Application packs** can be downloaded from <http://www.tpacademytrust.org/>

**Closing Date: 1 February 2023**

Interviews to be held on 6th February 2023

***Please return all applications to:*** [***recruitment@tpacademytrust.org***](mailto:recruitment@tpacademytrust.org)

Truro and Penwith Academy Trust are committed to safeguarding and promoting the welfare of children and young people and expects all of our staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening and employment checks, including enhanced DBS clearance and full reference checks with previous employers.