

May 2018

Dear Sir/Madam

Vacancy for Finance and Premises Administrator

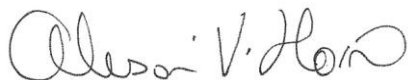
Thank you for your interest in the above position.

Please note that the closing date for applications is 9.00am on Monday 4th June 2018. If you have not heard from us by Wednesday 6th June 2018, please assume that your application has been unsuccessful on this occasion.

If you wish to send your application electronically, please attach your completed form as a word document and send via e-mail to recruitment@tavistockcollege.org

I would like to take this opportunity to thank you for your interest in Tavistock College and look forward to receiving your application.

Yours sincerely



Alison Horn
Strategic Business Manager

Together; we care, we challenge, we excel

