



**‘The pupils embody their school motto of Learn Dream Achieve’
(Ofsted January 2025)**

Gold Winner Pearson Teaching Awards – ‘Secondary School of the Year 2023-24’

**2026 Attainment 8 score 56.9%
2026 English / Maths GCSE Grade 5+ 73%, 4+ 87%**

**MIS SYSTEMS AND OPERATIONAL DATA MANAGER
Grade G points 23-27 (£31,243 to £34,678 actual salary)
37 hours per week, term time plus 10 days
(some of which must be worked during the summer break)**

Permanent post required as soon as possible

Do you want to be part of the Sharples’ success story?

Sharples School Multi-Academy Trust is an over-subscribed mixed comprehensive with over 1,200 pupils on roll, situated in the North of Bolton in pleasant surroundings. The school provides stimulating and innovative opportunities for learning, transforming the aspirations and educational outcomes for all students and the local community. After previously being graded Good in 2019, Sharples was judged as ‘significantly improved in all areas’ at its last inspection in January 2025.

Governors are seeking to appoint a suitably experienced individual to lead on the development, implementation and operational use of the Management Information System (MIS) and other associated systems and procedures, ensuring they are used effectively across the school to support operational efficiency, regulatory compliance, and school improvement.

The successful candidate will be educated to degree level and have enhanced and demonstrable experience of Excel and spreadsheets (including formulas and look up functions), together with in-depth and detailed experience of using MIS, including extraction of data. Attention to detail, excellent organisational & time management skills and the ability to work flexibly and adapt to changing workload demands are vital to be successful in this role.

As a valued member of the Sharples family, you will have access to a range of generous employee benefits, including the Local Government Pension scheme, on-site staff car-parking, access to the ‘Zest’ employee assistant programme, 24 Hour GP app and other wellbeing incentives and CPD opportunities.

To apply for this post, download the school application form which should be completed in full and submitted with a letter of application outlining how you meet the requirements of the post. This should be no more than two sides of A4, point 10, and send by e-mail to recruitment@sharplesschool.co.uk no later than 9.00 am on Monday 21 September 2026. Interviews to be held on Wednesday 30 September 2026. Please note that CVs are not accepted. We are unable to offer Visa Sponsorship.

Sharples School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to an enhanced disclosure from the disclosure and barring service. Please note that in line with Keeping Children Safe in Education 2023, an online search will be carried out as part of our due diligence on shortlisted candidates.

The school operates the local authority no smoking policy and is a no smoking site.