



**Job Application – Admin Assistant**

Thank you for your interest in applying for our Admin Assistant vacancy. Please complete and submit the application form to apply for this position. A separate letter (no more than 2 sides A4) addressed to the Headteacher should indicate how your qualifications and experience make you a suitable candidate for this post.

Please download and complete the Application Form, and return it to the school via email to: [admin@corshamregis.wilts.sch.uk](mailto:admin@corshamregis.wilts.sch.uk).

Alternatively, a paper copy can be completed and returned to the School Office.

Yours sincerely,



Abby Symons  
Headteacher