

# Generations Multi Academy Trust



## Secondary School Site Manager

Information for Applicants





## **GENERATIONS MULTI ACADEMY TRUST**

### **SECONDARY SCHOOL SITE MANAGER**

**Required Immediately**

**Full-time, 37 hours per week, H8 £34,379 – H8 £37,137pa (inclusive of £1,013 fringe payment)  
The hours are typically 08:00-16:00 Monday – Thursday, Friday 08:00-15:30, however there may be times where you will be required to work either the early shift 06:30 – 14:30 or late shift 14:30-22:30.**

We are seeking to recruit an enthusiastic and committed Secondary School Site Manager to work in our Estates team. The successful applicant will be primarily based at one of the secondary schools, however, will be expected to work flexibly across all of the Trust's academies if the need arises.

#### **The ideal candidate will:**

- Have experience of working in facilities management, ideally in education or leisure
- Have a commitment to working with young people in a school environment
- Be practical and have good general DIY skills, plus an ability to develop these skills
- Have high levels of physical fitness required for the physical demands of the role, plus an ability to work at height
- The flexibility to work additional hours/days if required
- High levels of energy and resilience
- Excellent communication and interpersonal skills
- A high level of personal presentation reflecting the Trust's very high standards and expectations
- Good organisational skills
- The ability to work both independently and as part of a team
- Passionate about the natural world including climate change

The successful candidate will have the opportunity to gain access to an exclusive range of benefits, including discounted membership for the Lifestyle Fitness public gym based at Goffs Academy, free use of the fitness suite within Goffs Academy, priority student admission to Goffs or Goffs-Churchgate Academy for your child after 2 years' service, and an excellent cash incentive employer referral scheme.

**For further details about the recruitment process, please contact our HR team on 01992 624375, or by email at [recruitment@generationsmat.herts.sch.uk](mailto:recruitment@generationsmat.herts.sch.uk)**

**Closing date for applications: – 9.00am, Friday 7th March 2025**

**Interviews will be held week commencing 10th March 2025**

**The Trust reserves the right to process applications as they are received, and early applications are encouraged. Interviews may be held earlier for exceptional candidates. Previous applicants need not apply.**

Generations Multi Academy Trust is committed to the safeguarding and welfare of children and applicants must be willing to undergo child protection screening appropriate to this post, including checks with past employers and the Disclosure and Barring Service.

Please note that this role 'exempt' from the Rehabilitation of Offenders Act 1974 and therefore, you are required to declare any convictions, cautions, reprimands and final warnings that are not 'protected' (i.e. filtered out) as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013). Further information is available on the school's website.



# **JOB DESCRIPTION**



## JOB DESCRIPTION

### SECONDARY SCHOOL SITE MANAGER

<b>JOB TITLE:</b>	Secondary School Site Manager
<b>GRADE:</b>	H8 £34,379 – H8 £37,137pa (inclusive of £1,013 fringe payment) Full Time 37 hrs
<b>PURPOSE OF THE JOB:</b>	To ensure the effective, efficient and safe operation of all the grounds, buildings and facilities within one of the Trust's secondary schools
<b>REPORTS TO:</b>	Head of Estates
<b>STAFF REPORTING TO JOB HOLDER:</b>	Site Officers, Casual Facilities Officers
<b>CONTACTS WITHIN THE SCHOOL:</b>	Head of Estates School Leaders Executive Leadership Team incl CEO and VCEO Estates Compliance Manager Teaching and Support staff, students, visitors
<b>CONTACTS OUTSIDE THE MAT:</b>	<ul style="list-style-type: none"> <li>• Building trades contractors</li> <li>• Sub-contractors for the maintenance of buildings as may be appointed from time to time</li> <li>• Energy providers including renewable energy providers within the Trust</li> <li>• Health and Safety consultants and statutory bodies (HSE, Fire service etc.)</li> <li>• Cleaning and sports field maintenance contractors</li> <li>• External consultants and training providers</li> <li>• Representatives from local authorities and other statutory organisations</li> </ul>
<b>MAIN AREAS OF RESPONSIBILITY:</b>	<p><b>Estates Management</b></p> <ul style="list-style-type: none"> <li>• Ensure that tasks are undertaken in line with the premises and facilities maintenance programmes, including organisation of their execution to ensure minimum disruption to the school's operations i.e. tickets raised on Every and statutory and non-statutory PPM's)</li> <li>• Maintaining accurate and compliant records of planned and actual maintenance activities and reporting therein to the Head of Estates and Estates Compliance Manager</li> <li>• Management of the ticketing system including the allocation of tasks to the site team members and / or external contractors as appropriate, ensuring remedial action is undertaken within a prompt and non-disruptive time frame excepting the immediacy of health and safety issues</li> </ul>

- Developing and maintaining lines of communication with contractors and keeping staff informed about the progress on works being undertaken in their areas
- Advising the Head of Estates immediately of any health and safety issues, such that remedial action can be taken of faults to the buildings, including timescales for remedial action
- Management of fixtures and fittings
- Involvement in the asset management process for fixtures and fittings and in suitability, condition and disposal

#### **Health and Safety**

- Ensure we maintain compliance with the control of legionella under HSG274 in conjunction with the Estates Compliance Manager
- Ensure we maintain compliance with the Fire Safety Order 2005 and acting as a Fire Warden in conjunction with the Estates Compliance Manager
- Ensuring compliance with the principles surrounding the safe management of asbestos by staff and contractors, and acting as an asbestos authorising officer
- Ensuring contractors and other trades people are fully briefed on working safely on school premises ahead of starting works
- Investigating and reporting accidents in line with procedures, and overseeing appropriate action to prevent recurrence with reference to the Head of Estates where appropriate
- Carrying out risk assessments relevant to the school, including fire, disaster recovery planning and COSHH
- Ensuring staff and contractors compliance with legislation relevant to the safe methods of working and operation of the site

#### **Security**

- Ensuring contractors and other trades people comply with the school's safeguarding policies and procedures ahead of allowing access
- Management of Authority to Work forms (ATW's) to ensure robust safeguarding measures are in place with regards to responses to ATW's
- Ensuring the security of the school's buildings and grounds, and the safe and efficient operation of all site facilities
- Development of procedures to secure Trust assets, including management of keyholders
- Regularly review arrangements for security, making recommendations to the Head of Estates as needed
- Act as one of the key-holders for the school, providing out of hours attendance in the event of alarm call or other emergency

#### **Other Specific Responsibilities**

- Oversight of the cleaning operation of the school on a daily and longer-term basis
- Oversight of the ground's maintenance contractors on a daily and longer-term basis
- Monitoring of safe operation including chemical dosing and balancing of the school swimming pool, where applicable, in conjunction with the pool manager
- Assist in the estates management budget submissions
- Ensuring the site remains open as far as is practicable particularly in times of inclement weather, by co-ordinating snow and ice clearing operations
- Purchasing supplies to support site management

	<ul style="list-style-type: none"> <li>• Managing the provision and organisation of car parking across the site, to ensure ease of access and egress for all users and the safe operation of the site</li> <li>• Arranging suitable maintenance of minibuses in conjunction with Estates Compliance Manager and monitoring their proper use</li> <li>• Regular communication with the schools building contractors and contact outside the school</li> </ul> <p><b>Energy Management</b></p> <ul style="list-style-type: none"> <li>• Initiating energy saving initiatives wherever practicable across the estate</li> </ul> <p><b>General Operations</b></p> <ul style="list-style-type: none"> <li>• Managing and co-ordinating requests from staff for facilities support (e.g. setting up for assemblies, parents’ evenings etc.) and ensuring that the facilities are returned to normal use as soon as possible after such events</li> <li>• Recruitment, induction, training, performance management and daily management of site staff</li> <li>• Responsibility for safeguarding and promoting welfare of children</li> <li>• Other duties which may arise from the use of the Trust’s facilities</li> <li>• Responsibility for site utility management e.g. the gas, electricity, and water contracts</li> </ul>
<p><b>KNOWLEDGE, EXPERIENCE &amp; TRAINING</b></p>	<ul style="list-style-type: none"> <li>• Experience of managing buildings and grounds, staff in a large school or similar environment.</li> <li>• Experience of successful day to day project management,</li> <li>• Ability to manage a workload effectively</li> <li>• Ability to use IT to collect data on school facilities, arrange record keeping and analyse and interpret results</li> <li>• Flexibility &amp; sensitivity to the needs of a wide range of users of the Trust</li> <li>• Ability to effectively and positively manage staff</li> <li>• Evidence through DBS check and recruitment process of suitability for working with children</li> <li>• Awareness and application of the main requirements of health &amp; safety legislation and good practice relevant to the duties of the post.</li> <li>• Willingness to undertake ongoing CPD relevant to the position</li> <li>• Ensure full confidentiality and respect for sensitive student, staff and stakeholder information, and compliance with all data protection regulations, reporting any concerns to the CEO, VCEO, Head of Estates, principal and DSL</li> <li>• Must be flexible, able and willing to work extra hours to meet business needs, weekend and evening work may be required</li> </ul>
<p><b>WORKING ENVIRONMENT</b></p>	<ul style="list-style-type: none"> <li>• A shared office with IT facilities will be provided at the school</li> <li>• You will have a core base at one of the secondary schools in the Trust, but you may be required to work at any other premises occupied by the Generations Multi Academy Trust or any of the Trust’s Academies as directed by the Trust</li> </ul>
<p><b>ADDITIONAL INFORMATION</b></p>	<p>The schools in the Trust operate in term time from early morning until late each evening. On many evenings, school and other events take place. The schools also organise and host events over the majority of school holiday periods. The successful applicant will be responsible for managing the site shift rota and co-ordinating with other site managers and the Head of Estates to ensure the Trust remains fully staffed at all times.</p>

	The post holder will be expected to cover staff absence and annual leave. The site team typically work early, middle and late shifts. The post holder will typically work (08:00-16:00) to cover the school day and be on hand to respond to the Principal; however, you will need to cover early shifts (06:30-14:30) and lates (14:30-22:30) in the event of annual leave or staff absence/sickness. Overtime payments will be made for weekend work or additional hours if required.
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Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

The Trust will endeavor to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.





# **PERSON SPECIFICATION**



## PERSON SPECIFICATION

### SECONDARY SCHOOL SITE MANAGER

**The successful candidate will have the following:**

- Experience of working in facilities management, ideally in education or leisure
- Excellent IT skills
- A commitment to working with young people
- Be practical and have good general DIY skills and an ability to develop these skills
- Have high levels of physical fitness required for the physical demands of the role and an ability to work at height
- The flexibility to work additional hours/days as required
- High levels of energy and resilience
- Excellent communication and interpersonal skills
- A high level of personal presentation reflecting the Trust's very high standards and expectations
- Good organisational skills with a proactive approach
- The ability to work both independently and as part of a team
- A working understanding of and willingness to develop knowledge of Health and Safety legislation
- A full UK driving license with no endorsements

**Preferred but not essential:**

- Experience of a customer facing role in a customer focused environment
- Building trade qualifications
- Health and safety qualifications

**The successful candidate will be able to:**

- Work under pressure and respond positively to change at short notice
- Ensure the Health and Safety of students and other users of the Trust's facilities by following relevant Trust policies including:
  - Health and Safety at Work
  - Safeguarding procedures
  - Risk assessment
- Interact positively with students
- Establish productive working relationships with other users including third party users of the facilities
- Establish professional relationships with all staff in order to support the progress of students
- Attend and participate in meetings as required by the head of estates and estates compliance manager
- Participate in training and other learning activities as required
- Contribute to the overall ethos/work/aims of the Trust



# **INFORMATION ABOUT THE DEPARTMENT**



## THE ESTATES TEAM AT THE GENERATIONS MULTI ACADEMY TRUST

**Do you want to be part of an ambitious and energetic Estates Team, where our vision is to ensure a first-class learning environment for students and community groups?**

This post offers an exciting opportunity for an enthusiastic hard-working individual to join our committed team. We are passionate about ensuring the Trust's facilities are a great environment in which students can learn, as well as being ones where the local community can pursue their passions and interests after the school day has finished.

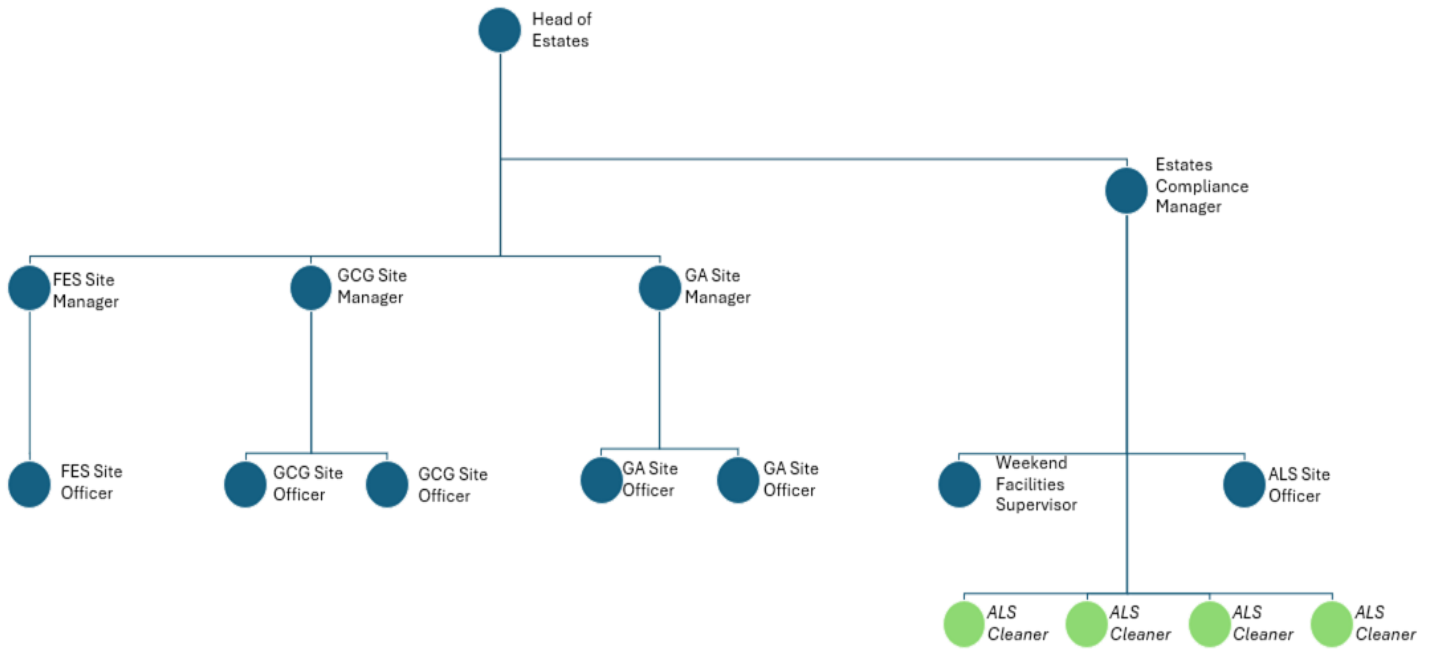
The Estates Management team are responsible for ensuring that accommodation and outside spaces across all school sites are safe; well maintained (where required in line with statutory requirements); clean, and always ready for the next activity that is due to take place in them. Proactivity is essential in ensuring that this is the case.



The team consists of eleven full time members of staff (including this role), one part time member of staff, and a number of casual staff who predominantly cover the requirements of after school and weekend lettings. The team are required to work flexibly across all school sites and on a shift pattern to cover early mornings, to prepare for student arrival, and into the evening. However, the schools are busy environments, and the team must be flexible to ensure that we can cover evening activities such as school shows, parents' evenings etc.

During school holidays, the team predominantly undertake maintenance activities, and oversees the work of contractors. The Trust invests heavily in its facilities to ensure that provide world class facilities for the use of students and the community alike, and the project work that this requires also generally takes place during these periods.

A uniform and protective clothing are provided, as is training where there is an identified need.





**INFORMATION ABOUT THE  
GENERATIONS MULTI  
ACADEMY TRUST**



## INFORMATION ABOUT THE GENERATIONS MULTI ACADEMY TRUST

GMAT is a cross-phase Multi Academy Trust based in Cheshunt, currently comprising two secondaries and two primaries - Goffs Academy, Goffs-Churchgate Academy, Flamstead End School and Andrews Lane School. Across the piece, GMAT currently has just under 3,000 students in its care and employs just under 400 staff. From Spring 2023, the MAT opened nursery provision on the Goffs-Churchgate site, with subsidised and term-time only places for staff. The nursery is run by Ashbourne Nurseries - <https://ashbournedaynurseries.com/>.

All of the schools are within close proximity of each other and share many activities, including CPD for staff. One of the Trust's fundamental principles is that no one school is in any way more important or successful than the other. As such, CPD and other events are rotated through all schools in the Trust, with everyone learning from and sharing with each other. This collegiate and collaborative approach permeates our Trust.

The MAT is extremely clear about its daily purpose, reflected in its motto of "no set destiny for any child." All of our schools, leaders and staff believe fiercely in the life-changing nature of education and work tirelessly to that end, day in and day out. There is no set destiny for any of the children in our care; rather, our daily work across the piece allows children to forge new futures and destinies.



**Andrews Lane School** is a warm and welcoming primary school in Cheshunt with approximately 170 children on roll. It has lots of space, including a field and a forest. It is a one-form entry school. In EYFS, 30 hours provision is available. As a 'Herts Therapeutic Thinking' school, the school is committed to understanding and supporting children with their learning and achievement, within a context of deep-rooted mutual respect. The school is committed to supporting its children and their families, and as such provides adult learning classes throughout the year. Staff are committed, dedicated professionals who want to do their very best for every pupil.



**Flamstead End School** is a thriving primary school in Cheshunt with approximately 485 children on roll. It has a preschool, a 60-place nursery offering 30 hours provision, and two classes per year group from Reception to Year 6. Flamstead end is also a 'Herts Therapeutic Thinking' school, and seeks to understand and support children's behaviour so that they are able to learn and achieve to the best of their ability. The school is a tight knit community, with a well-established staff who care for one another and the children in their charge.



**Goffs** is a mixed 11-18 comprehensive academy with approximately 1,600 students on roll, including a thriving and successful sixth form. The school is also extremely popular in the local area, with an average of over 800 applications annually for the 240 places available, and significant waiting lists for places across the year groups.



**Goffs-Churchgate** is a fully mixed comprehensive school for 11-16 year olds, with just over 600 students on roll. The school has rightly established a very strong reputation for both its academic outcomes and its close-knit, nurturing community, receiving over 600 applications for just 120 places for 2024 admission. The decision to cap student numbers at 600 is entirely deliberate, enabling us to maintain a strong sense of community where everybody knows everybody else.

Finances are overseen by a Chief Financial Officer with considerable financial expertise in the private sector, plus a highly experienced Finance Manager, and the MAT is financially secure. The Trust deliberately created an Income Generation function, and extensive lettings and business development work now takes place across all sites in the MAT. This additional income – now yielding around £600k per annum – underpins generous levels of staffing at both schools, plus many “extras” that would otherwise be unaffordable in the current funding climate.

Our schools pride themselves on their sense of community – both within the school itself, and in the wider locality. Visitors to our schools unfailingly comment on a very real sense of community, coupled with warmth and pride. Three of our schools are members of Cheshunt extended services (CHEXS), offering a variety of extended school and community-based activities for both students and parents. Our students actively support local charity work such as the Isabel Hospice and maintain strong links with our local primary schools.



Our schools are proud to be truly community-based schools, with students and staff from different religions and a number of languages spoken in each school. As a Trust we recognise and celebrate what makes us unique and different, and acknowledge that we are also part of one community. Our aim is for everybody to feel valued and respected and we strive hard to ensure we create a positive culture within the schools to enable this to happen.

Further information about GMAT can be found

here: <https://generationsmat.com/>



## OUTCOMES

### **Goffs Academy**

Exam results in 2024 reflected another year of huge success for Goffs. The results reflect a 3 year upward trend and an impressive improvement on the excellent outcomes achieved across the headline measures last year.

GCSE highlights include:

- Extremely strong progress scores across the headline measures with results considerably above the national average (progress 8 score: 0.22)
- Particularly impressive outcomes in English and Maths; both subjects achieved a progress score significantly above the national average. English language performed particularly strongly at grade 4+ and grade 5+ exceeding the national average of students achieving these grades by 20%. Maths performed particularly strongly at the top end with 28% of students achieving grade 7+. This is very comfortably above the national average of 17%
- 72% of students achieved grade 4 or above in English and maths (7% above the national average)
- 52% of students achieved grade 5 or above in English and maths (6% above the national average)
- 21% of the GCSE grades were at grade 7 or above
- The percentage of students entering the full Ebacc was 64% which is significantly above the national average of 40.04%, and the Hertfordshire average of 46%



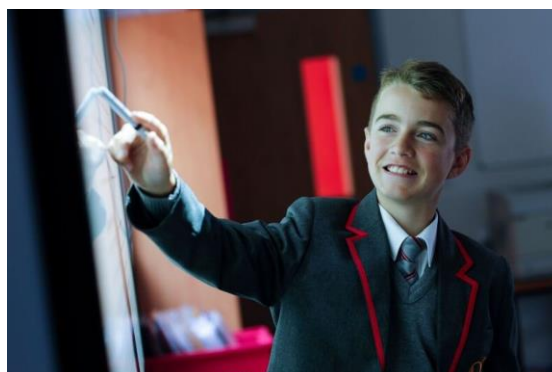
At A-level, continuing the upward trend of recent years, students achieved another excellent set of exam results, including an overall 100% pass rate. 64% of Year 13 students secured a university or college place to start in Autumn 2024. The wide range of university or further education courses onto which students have progressed include law, history, geography, maths, finance, physics and biomedical science, other students have gained places on fiercely competitive apprenticeships in areas such as civil engineering and within the NHS. Our Sixth Form has an excellent reputation in the local area; over the past three years the numbers of students applying to join has continued to increase, such that we now have approximately 400 Sixth Form students within our school community.

### **Goffs-Churchgate Academy**

Exam results in 2024 once again produced an overall estimated progress score significantly above the national average and reflect the continued success the school has achieved since joining the Trust in 2017.

Highlights include:

- Exceptionally strong progress scores across the headline measures, with the overall progress 8 score significantly above the national average for a third year in a row. (progress 8 score: 0.37)
- Excellent outcomes were achieved in Maths and the performance in English was phenomenally strong (Maths progress score: 0.31. English progress score: 0.61).



- The outcomes at the top end were particularly impressive with the progress score for the students with high prior attainment very significantly above the national average
- There was a 12% increase in the percentage of students entering the full Ebacc to bring the overall entry figure to 67% which is significantly above the national average of 39%, and the Hertfordshire average of 47%

### **Flamstead End School**

Extremely strong outcomes were achieved across the school in 2024. The improvements in this year's outcomes are reflective of the rapid whole school improvement that has taken place in Flamstead End School since joining the Trust in January 2023.

Highlights include:

- The percentage of students achieving good level of development in early years, at 72% remains above the national average of 68%
- Very strong phonics outcomes in year 1 with a 90% pass rate. This is 9% above the national average and reflects an 8% increase from last year
- Outcomes in the multiplications tables check were particularly strong at the top end with 50% of the cohort achieving 24 or 25 marks
- Key stage 2 sats results across the board are extremely strong and comfortably above both the national and Hertfordshire averages: there was particularly impressive performance in key stage 2 writing with 80% achieving the expected standard (national average: 72%), and 32% achieving greater depth, which is considerably above the national average of 13%
- Key stage 2 maths outcomes at the higher standard were excellent with 40% of the cohort achieved the higher standard, which is 26% above the national average.



### **Andrews Lane School**

Andrews Lane formally joined the Trust on 1st January 2025. The Trust is working closely with the school to deliver strong outcomes for pupils.

### **STAFF DEVELOPMENT**

The Trust has an extremely strong reputation for staff development, for both teaching and support staff. Developing the next generation of school leaders, both middle and senior, plus future headteachers for those who wish to pursue this, is also a responsibility that we take very seriously. We have a full suite of staff leadership development which staff can join, be they an ECT or highly experienced colleague.

In addition to whole staff training days, we disaggregate a number of hours for training every year. This allows staff development to be highly personalised as staff can opt for the training which best meets their needs, including the opportunity to do a research project in partnership with Cambridge University. Many use their disaggregated time to coach others or to receive coaching. Moreover, there are specific training sessions for ECTs and other interested staff which run each week after school.



We also place a lot of emphasis on ‘on the job’ training and support. A thorough induction scheme is available to all new staff, and mentors/buddies are assigned to guide you through those new routines. Finally, external courses can of course be booked if, on very rare occasions, we cannot cater for a particular training need in house.

## **LEADERSHIP DEVELOPMENT**

The Trust’s leadership academy encompasses both staff and student leadership development through a series of student led groups and staff leadership pathways. The staff programme specifically provides opportunities for:

- Aspiring middle leaders
- Aspiring senior leaders

All pathways are personalised for the individual and staff receive one to one support from a mentor alongside working on a whole school project. both support staff and teaching staff are welcome to join the leadership academy at any point in their career.

A full suite of leadership training is offered with a range of sessions including:

- Communicating vision and values
- Developing your leadership approach
- Building a high performing team
- Supporting your team
- Leading your team day to day
- Quality assuring effective teaching
- Observation for improvement
- Using data for impact
- Fostering positive behaviour for learning
- Leading and managing innovation and change

Attendance to all training sessions leads to certification by the SSAT. In addition, we encourage aspirant senior leaders to take part in the SSAT ‘stepping up to senior leadership’ training programme, which includes four external sessions throughout the year. As part of the Trust’s commitment to developing future leaders, a number of the existing senior leadership team across both secondary schools gained experience through an ‘associate’ SLT position before gaining substantive leadership posts.

## **TRUST STAFF BENEFITS**

Alongside our very strong focus on outstanding professional development and promotion opportunities, we also offer a range of benefits including:

Competitive base salary with a tailor made development plan aimed at enhancing your future [earnings] potential through:

- High quality, personalised CPD
- Bespoke leadership development programmes
- Subsidies for masters and degree courses
- Secondment and shadowing opportunities
- As part of our multi academy Trust, potential to work across more than one school to develop career enhancing skills and knowledge.
- Supported nursery provision with Ashbourne at any of their nurseries in the **Buckinghamshire, Essex, Hertfordshire, Northamptonshire, and Bedfordshire area:**
  - 15% discount for all Trust staff
  - Term time only places are available
  - A school day would be 9.00am – 3.00pm
  - “sundries” would be applied to a child taking up a funded only space (e.g. 30 hours funding only). This covers the cost of: meals, snacks, nursery resources
- All staff have access to a wide range of health and wellbeing resources which includes an **Employee Assistance Programme via Spectrum.Life** who offer a wide range of health and wellbeing resources, plus access to counselling for staff and their immediate family. **The EAP service is accessible 24/7, 365 days a year and is a completely free and confidential service**
- The MAT adheres to the STPCD for its teaching staff
- Cycle to work scheme
- Onsite car valeting at a reduced price for Trust staff
- Substantially discounted membership to Lifestyle Fitness’s state-of-the-art purpose-built gym at Goffs academy

Additional financial incentives and tax efficient benefits, including:

- Exam marker payment of £400 plus 2 days' paid leave to do the marking (1st year)
- Payments for staff taking weekend sporting fixtures: staff paid £200 for leading a minimum of six Saturday fixtures plus 6 weekly training sessions
- A daily allowance of £50 for school trips taken over a weekend or any school holiday.
- A £1,000 employee referral scheme (i.e. Finder’s fee) for any qualifying positions that staff refer the successful candidate for: £500 on the person starting, and £500 if the person is still in employment in the Trust 12 months later

Access to a wide range of health and well-being resources including:

- Professional, and fit for purpose working environments
- Free use of a range of sports and leisure facilities including a fully equipped gym and swimming pool
- Occupational health & counselling support
- Free flu jabs
- Subsidised social events
- Free tea, coffee, and milk for staff

**Alison Garner**  
**Chief Executive Officer**

**February 2025**