

Principal: Sean Valvoi

Dear Applicant,

Thank you for your interest in the Deputy Principal position at Opaheke School.

Enclosed you will find an application pack containing an information sheet about Opaheke School, an application form and an indicative job description. A final job description will be negotiated with the successful applicant. We ask that you complete the application form and return this along with your CV to:

**The Principal – Sean Valvoi**  
**c/- Kathryn Windleborn**  
**Principal's PA**  
**kathrynw@opaheke.school.nz**

Applications for this position close 3pm, Monday, 18 October 2021. Detailed below is the time line for the application process:

- |                    |   |
|--------------------|---|
| <b>2 Sept</b>      | <b>Applications open</b>                                  |
| <b>18 Oct</b>      | <b>Applications close</b>                                 |
| <b>20 Oct</b>      | <b>Shortlisted applicants notified</b>                    |
| <b>26-29 Oct</b>   | <b>Possible school visits for shortlisted applicants.</b> |
| <b>5 Nov</b>       | <b>Interviews for shortlisted applicants</b>              |
| <b>9 Nov</b>       | <b>Successful applicant notified</b>                      |
| <b>28 Jan 2022</b> | <b>First day at Opaheke School</b>                        |

Shortlisted applicants are invited to view the school. Further information about the school can be found on our website: [www.opaheke.school.nz](http://www.opaheke.school.nz)

I look forward to receiving your application.

Kind Regards,



Sean Valvoi,  
**PRINCIPAL,**  
Opaheke School.

Ph: 09 298 5410  
Email: [office@opaheke.school.nz](mailto:office@opaheke.school.nz)  
Tasman Drive, Papakura 2113

[www.opaheke.school.nz](http://www.opaheke.school.nz)