Sports Hall/Lettings Assistant

Reports to: CFO
Contract: Casual, Part-time
Pay: Grade 1, Point 1 of the NJC Local Government Pay Scale (£17,842 FTE)
Closing Date: Monday 1st November 2021.

We are looking to recruit a committed Sports Hall and Lettings Assistant to join a small team responsible for the smooth operation of the Sports Hall, Astro and Gym during after-school club hire. The successful candidate will be honest and reliable and have the ability to work weekday evenings and weekends on a flexible rota system. Days worked can be rostered to suit the successful candidate. The role could suit a retiree, a gap year student or as a second job.

WE ARE LOOKING FOR THE FOLLOWING SKILLS AND QUALITIES:

- A trustworthy person responsible for unlocking and locking the Sports Hall and Gym to paid hirers of the school facilities
- A responsible person with the ability to check the sports equipment is safe prior to use
- An active individual able to periodically patrol the site making security checks
- Good communication skills and positive attitude ready to meet and greet hirers and promote the School's facilities

WE CAN OFFER YOU:

- A good hourly rate of pay (£9.25 per hour)
- Flexible days, flexible hours
- Full training
- First Aid at Work qualification
- Employee benefits including an Employee Assistance Programme & Cycle to Work scheme
- Free onsite parking

How to apply

Download an application form from the school's website: cotswold.gloucs.sch.uk/recruitment

Please read our 'Notes to applicants' before applying. Send your application to Mrs H Price, Personnel Manager, via email or post. CVs will not be accepted.

The Cotswold School is committed to safeguarding and promoting the welfare of young people. Any offer of employment is subject to a satisfactory enhanced DBS disclosure.

Contacts

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