

WE ARE HIRING!



RELIEF CARETAKER (PART-TIME)

Earley Town Council is looking for someone who is reliable, friendly and enthusiastic to help look after our community centres.

£13.79 per hour (pay award pending)

12 month fixed term contract

Part-time

(guaranteed minimum number of hours per month)

The successful candidate will work an average of three evenings per week (Monday – Friday) between the hours of 6pm and 11pm.

A guaranteed minimum number of hours per month will be paid – this is not a zero hours contract.

In this customer focused role, you will need to be able to provide a high standard of cleaning and be professional when dealing with visitors to the centres.

Other duties will involve unlocking/locking of centres, meeting and greeting hirers and replenishing supplies, whilst following health & safety procedures.

This is a keyholder position and lone working will apply.

Travel between community centres will be required, some of which could be late in the evening.

To apply, please fill in an application form (CVs will not be accepted)

Download an application pack from our website:

www.earley-tc.gov.uk

or collect one from our Helpshop on Radstock Lane (RG6 5UL)

Closing date: Wednesday 25th September 2024, 12 noon



www.earley-tc.gov.uk



0118 986 8995



deputy@earley-tc.gov.uk

Earley Town Council, Council Offices, Radstock Lane, Earley RG6 5UL