



CALVERTON PARISH COUNCIL

Calverton Village Hall Park Road Calverton NG14 6SA

Email - admin@calvertonpc.org.uk

Tel. - 0115 965 4560

VACANCY

VILLAGE HALL SITE CARETAKER

Relevant experience is desirable but not essential

You must be hard working, reliable, & enjoy helping people. You must be physically capable - some duties involve manual effort & dexterity. You must be confident & level-headed - you may be working alone.

Duties include:

- Opening and closing the village hall, gates, outside toilet, etc
- Assisting hirers make appropriate & enjoyable use of the hall facilities
 - Cleaning as required
- Undertaking some health & safety inspections of the facilities
- Some outside work such as litter picking, sweeping the car parks putting up nets, etc

Salary £12.00 per hour

Closing date for applicants: Tuesday 2nd April 2024

Working hours will start at 8.30am and in rare cases finish as late as 11.00pm. The successful applicant will be offered the post based on up four days on/four days off shift pattern, averaging around 20-25 hours a week, but that is dependent on what village hall hires we have.

The position allows enrolment on to the local government pension scheme.

Please contact the Parish Council for an application form and job description: admin@calvertonpc.org.uk Calverton Parish Council, Calverton Village Hall, Park Road, Calverton, Nottinghamshire NG14 6SA.