

TURNERS HILL PARISH COUNCIL

VACANCY FOR A CARETAKER/STEWARD TO THE ARK

The Council is looking to appoint one person to share the role of Steward to The Ark. The post calls for commitment to working 25 hours over seven days on a week on week off basis. Applicants will need to be able to work flexible hours, which will involve some evening/late night working.

You will be dealing with members of the public, meeting and greeting them and will therefore be an Ambassador for The Ark. The work involves moving furniture, setting up and clearing rooms, cleaning and maintenance work. Flexibility, commitment, good communication skills and the ability to organise your workload in an efficient and timely manner are essential.

The application form and job specification are available on our website www.turnershillcouncil.co.uk by email turnershillpc@btconnect.com, telephone 01342 712226 or in person from the Parish Council Office, The Ark, Mount Lane, Turners Hill, West Sussex, RH10 4RA.