

LISS PARISH COUNCIL



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Telephone 01730 892823 www.lissparishcouncil.gov.uk VAT registration no. UB 001613

VACANCY CARETAKER FOR THE LISS PAVILION (PART-TIME)

A vacancy has arisen for a caretaker to look after the new Liss Pavilion at the West Liss Recreation Ground in Liss.

The role will involve acting as keyholder principally for ad hoc bookings at the weekend, but may on occasion involve ad hoc bookings during the week or covering for the Village Hall caretaker. The duties would include opening up the Pavilion before the start of a booking, providing support to the hirer as required (e.g. explaining how things work), ensuring the Pavilion is secured at the end of the booking and that the Pavilion is left ready for the next hirer. LPC uses an external cleaning company but on occasion some light cleaning may be required in-between bookings.

The postholder will need to be trustworthy and reliable. This post would suit somebody who is local and flexible but not somebody who is looking for guaranteed availability of work. The work available will relate to bookings received and so there is no minimum number of hours of work guaranteed. The Pavilion is in its early stages of operation but the current pattern of use is one booking per weekend, but this can increase to two or three bookings or on occasion no bookings at all. The Pavilion is available to hire from 8am in the morning to 11pm at night and so may require some late night closures. LPC staff would generally share details of bookings well in advance to allow the postholder to plan accordingly. The postholder would not be expected to accept last minute work unless they wished to do so.

The rate of pay will reflect the ad hoc nature of the work and the unsociable hours required. Salary details are available upon application.

Please contact Sarah Smith, Parish Clerk, to discuss the role further on 01730 892823.

To apply, please send some details about yourself to the address above or via e-mail to the Parish Clerk on clerk-smith@lissparishcouncil.gov.uk.

Closing date: 26th July 2019. Interviews to be held as soon as possible thereafter.

Liss Parish Council is an Equal Opportunities Employee.