

Evening/Weekend Venue Caretaker required

Clevedon Community Centre and Princes Hall is a charity run venue with a very varied and busy programme of events, meetings, groups and classes.

We now have a requirement for someone who is flexible, proactive, hardworking and good with people. The role will include opening/locking the building, setting up rooms/the hall, assisting customers when issues arise, cleaning the general areas and rooms as required and the ideal candidate will also be able to assist with the maintenance of the building with minor repairs, painting etc.

Due to the nature of the venue, no day or week is generally the same so this position will have a minimum number of 12 hours per week with additional hours as required so a high degree of flexibility is essential. Generally this will be Monday-Thursday 6pm-9pm/7pm-10pm and on average 4-8 hours over the course of a weekend (Friday-Sunday) to include early mornings/evenings.

National Living Wage with workplace pension and pro-rata holiday.

Please send a CV and covering letter to Kim Westby
admin@clevedoncommunitycentre.org.uk or to Clevedon Community Centre, 2 Princes
Road, Clevedon, BS21 7SZ 01275 873405.