

JOB ADVERT

Duty Manager

(Full Time, includes set morning, evening and weekend shift work)

(NJC scp 1-4) £17,364 - £18,426 per annum

Woodley Town Council in Berkshire is looking for a friendly and competent person to take on the full time role of Duty Manager at Woodford Park Leisure Centre.

The successful applicant will be responsible for the smooth running of the leisure centre whilst on shift and will take the lead on a number of general maintenance and basic cleaning tasks.

The successful applicant will also assist the Sports Team in the organisation of the weekly sports and exercise class timetable.

If you have a positive attitude towards work and work well on your own initiative we would love to hear from you!

For a full list of responsibilities please view the job description.

Closing date for applications: Thursday 1st August

For an application pack please contact Woodley Town Council:

Tel: 0118 9690356 Email: admin@woodley.gov.uk

Or, download from our website: www.woodley.gov.uk

For any further information about this post please contact:

Ed Whitesmith

Leisure Services Manager, Woodford Park Leisure Centre

Tel: 0118 9216969 Email: ed.whitesmith@woodley.gov.uk