



NOTTINGHAM UNIVERSITY
SAMWORTH ACADEMY



Venue Assistant

£5.30 per hour

Hours to be agreed on a zero hours contract basis

Evening and weekend shifts available

We are seeking to recruit a pool of Venue Assistants to assist with the smooth running of the Venue Hire operation. Duties will include: setup of rooms, furniture and equipment (including an element of manual handling); ensuring the facilities are kept tidy; assisting customers during events; liaising with suppliers; meeting and assisting customers and delegates; providing support to customers before, during and after events.

For further information and how to apply please visit our website www.nusa.org.uk

Closing date for applications: 5pm Friday 27 November 2015

NUSAT is committed to promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. NUSAT welcomes applications from all, irrespective of gender, marital status, disability, race, age or sexual orientation. An enhanced DBS is required for this post.

Nottingham University Samworth Academy
Bramhall Road, Bilborough, Nottingham NG8 4HY