



# The Tiffin Girls' School

Richmond Road Kingston upon Thames Surrey KT2 5PL  
020 8546 0773 [contact@tiffingirls.org](mailto:contact@tiffingirls.org) [www.tiffingirls.org](http://www.tiffingirls.org)

Headteacher: Ian Keary

## WEEKEND / EVENING WORKING From September 2021

We are looking for Leisure Assistants to work in our Sports Centre in the evenings and at weekends.

The work involves unlocking gates, opening the Sports Centre reception, turning on lights, making sure that all facilities are clean and tidy, welcoming centre users, patrolling all areas and reminding the clubs to place rubbish in bins. After bookings: clearing rubbish and any left items, checking indoor areas (turning off any lights, showers, urns that may have been used), locking any internal doors and securing the site.

There will also be some time available for reading / studying whilst sitting at the reception desk.

This is an ideal position if you live locally to the school. The shifts vary in duration and regularity depending on bookings. Occasionally we can offer work in during the school holidays as well.

You will need to be dependable, thorough and not afraid of responsibility and aged 18 or over.

If you would like to apply, please complete the application form available on our website here <https://www.tiffingirls.org/Our-School/Vacancies.aspx> **Please note that we do not accept CV's.**

Rates of pay are as follows, and depend on your age:

AGE	Lettings	Pay	Holiday Pay	Total Hourly Pay
18 – 20 years	Mon – Fri	£6.56	£0.79	£7.35
	Sat – Sun	£6.99	£0.84	£7.83
21 – 22 years	Mon – Fri	£8.36	£1.01	£9.37
	Sat – Sun	£8.79	£1.06	£9.85
23 years +	Mon – Fri	£8.91	£1.09	£10.00
	Sat – Sun	£9.36	£1.13	£10.49

The Tiffin Girls' School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share and support this commitment. The successful candidate will be subject to both a full employment history and child protection check, and will also be required to undertake an enhanced Disclosure and Barring (criminal record) check.

***Please apply by 31 August 2021***