



Castle Bromwich Parish Council,
Arden Hall, Water Orton Road, Castle Bromwich, Solihull. B36 9PB

HALL MANAGER, ARDEN HALL

Ability to lead team of staff in all aspects of daily operation of a large Parish Hall. The person appointed must be a personal licence holder. Computer knowledge essential with use of RBS Omega Software for invoicing and facilities booking management. Training can be provided for Omega. Pension scheme available. Part-time position – 30 hours per week, including some evenings and weekends.

Annual salary range: LC2 (26-29) £23,398 - £25,951 (pro-rata equivalent will be payable).

Telephone: Diane Weir, Acting Clerk to the Council
on 0121 747 6503 for application pack.



Closing Date: 5th August, 2008 (4.00 p.m.)

Castle Bromwich Parish Council,
Arden Hall, Water Orton Road, Castle Bromwich, Solihull. B36 9PB

HALL MANAGER/LICENSEE, ARDEN HALL

Ability to lead team of staff in all aspects of daily operation of one of the largest Parish Halls in the country. Proven Licensed Trade Management experience and computer knowledge essential. On-going training and Pension scheme available. Part-time position – 30 hours per week, including some evenings and weekends.

Annual salary: Scale 6, Spine Point 26 (pro-rata equivalent is £17,361).

No Agencies.

Telephone: Cathy Tibbles, Clerk to the Council

on 0121 747 6503 for application pack.

Closing Date: 5th August, 2008 (4.00 p.m.)

**HALL MANAGER
ARDEN HALL**

Ability to lead team of staff in all aspects of daily operation of a large Parish Hall. The person appointed must be a personal licence holder.

Computer knowledge essential with use of RBS Omega Software for invoicing and facilities booking management. Training can be provided for Omega.

Part-time position – 30 hours per week including some evenings and weekends. Annual salary: LC2 (26-29) £23,166 30 - £25,694 (pro-rata)



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