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**Thame Town Council**

**Part Time Caretaker/Cleaner**

**Flexible Hours**

**Rate of pay** £12.63 per hour (Grade 7)

**Plus Local Government Pension Scheme**

A fantastic opportunity to work in the heart of the community. Thame Town Council is seeking an enthusiastic and proactive individual to play a critical role at the Town Hall.

This role involves unlocking and locking up the Town Hall for events held outside office hours, meeting hirers and checking all equipment, furniture and fittings for possible damage. Also providing additional cleaning services at the Town Hall to assist the regular cleaner and to potentially undertake minor repairs as and when required.

In return we can offer a competitive salary, access to an excellent Local Government Pension Scheme, opportunities for flexible working as well. You will be entitled to pro rata annual leave based on total number of hours worked, this will be paid in monies via bacs quarterly.

An application pack can be obtained from the Council’s website: [www.thametowncouncil.gov.uk](http://www.thametowncouncil.gov.uk) or by email [recruitment@thametowncouncil.gov.uk](mailto:recruitment@thametowncouncil.gov.uk)

Applications must be returned by **10.00am on** **Monday 13 May 2024.**

Short listed candidates will be invited to attend an interview the week commencing 20 May 2024.

Join us and help to make a positive difference to our community.

**If you have any questions, please contact Jane Webster on 01844 212833.**