

**Part-time Assistant Premises Manager  
at St Hugh's Church,  
Bermondsey SE1 3PT**  
[www.sthughchurch.org.uk](http://www.sthughchurch.org.uk)



This is a perfect job for a person who lives locally in SE1 with a few hours per week to spare and the flexibility to work alongside a small friendly dedicated team.

Hours 5-10 per week

Rate of Pay £10.20 (London Living Wage)

**Duties include:**

- Opening up the Rainbow Community Room, welcoming and greeting groups and leaving the building secure
- Setting up and putting away tables and chairs for groups
- Maintaining the cleanliness of the Rainbow Room, kitchen and toilets to an excellent standard
- Promoting the Rainbow Room to the local Community

**Essential Requirements:**

- To live locally and ideally 10 minutes of St Hugh's Church (on the corner of Crosby Row & Porlock Street SE1 3PT)
- To be available early evenings and weekends
- Friendly and welcoming people skills
- Ability to use own initiative and work independently
- To be physically able to sweep, Hoover, mop and clean surfaces
- Flexibility to cover for the Premise Manager

**If you feel you have these skills, we'd love to hear from you!**

Please send your CV and a covering letter showing how you meet these criteria by email to [michael.rawson@southwark.anglican.org](mailto:michael.rawson@southwark.anglican.org) or by post to Canon Michael Rawson  
Southwark Cathedral  
London Bridge, SE1 9DA

**Closing Date: 15 October 2018**