



**Facilities events assistant required  
16 hours per week  
Warminster Civic Centre  
Salary within the Local Government pay scale SCP 6: £7.80**

We are looking for a person to join the facilities team at the Civic Centre. Duties will include: setting up and clearing meeting rooms, assisting in the coffee bar, and in the main bar during evening functions, and some limited office work. Hours will be by negotiation with the Facilities Manager but are expected to be on a flexible basis, which includes weekends and evenings.

An application form and job specification are available from the Town Clerk, Warminster Town Council, Warminster Civic Centre, Sambourne Road, Warminster BA12 8LB, email: [admin@warminster-tc.gov.uk](mailto:admin@warminster-tc.gov.uk), Telephone 01985 214847, or can be downloaded from [www.warminster.uk.com](http://www.warminster.uk.com).

**The closing date for applications:**

**Midday Friday 22<sup>nd</sup> September 2017**

**Interviews will take place on Wednesday 27<sup>th</sup> September 2017**

Warminster Town Council is an equal opportunities employer.