

CHRIST CHURCH CATHEDRAL, DUBLIN RELIEF EVENT ASSISTANT

Christ Church Cathedral, Dublin

Christ Church Cathedral (founded c.1028) is the spiritual heart of the city, and one of the top visitor attractions in Dublin. The Cathedral is also popular as a venue for concerts, receptions, gala dinners and other events.

Job Description

We are seeking suitably experienced candidates to join our Event Assistants panel to work alongside our Vergers at services and events. Ideally, applicants should have experience of working at medium to large events, in particular events set up and take down, and staffing emergency exits. As these are positions with employment on an “as required” basis, minimum shifts will be based on a four-hour call with at least seven days’ notice. Applicants will be obliged to complete Garda Vetting. Applicants must be aged 18 or over and have fluent English.

MAIN DUTIES & RESPONSIBILITIES:

- Ensuring a warm welcome to all attending the Cathedral
- Setting up for events and services
- Directing guests
- Staffing emergency exits
- Assisting at events
- Ensuring the Cathedral is clean and tidy after the events
- Provision of high-level customer service
- Other duties as directed by Management

Rotas are based around a seven-day week and are likely to include evening shifts and weekends.

Salary and Benefits

The hourly rate of pay is €11.50. Taxis home will be paid for employees after 11pm/outside of public transport hours, to a maximum of €25.

PERSON SPECIFICATION:

The successful candidate:

- Outgoing, friendly, a strong team player
- Diligence and attention to detail
- High energy & stamina
- A fluent English speaker
- Capable of working in a fast-paced environment;
- Neat personal presentation essential

AVAILABILITY

- Applicants must be available for interview at the cathedral in Dublin, date to be confirmed.
- Applicants must be available to begin training and work immediately upon reference check and successful Garda Vetting.

Due to the anticipated high level of interest in the position, we will only contact successful candidates who meet the requirements of the position.

APPLICATION PROCESS

Please send a cover letter and CV.

Applications should be sent to:

Paula Hennessy
HR Manager,
Christ Church Cathedral,
Christchurch Place,
Dublin 8

Or by email:

careers@christchurch.ie