



The University of Birmingham Guild of Students is a charity and the students' union for more than 36,000 students. We represent our members to the University and other organisations on the issues that matter to students most. We also exist to help students develop skills outside of study, have fun, meet people and make sure their time at Birmingham is special.

Venues Duty Manager

£ 23,356 gross per annum

An exciting opportunity has arisen to join our vibrant Venues Team.

The award winning Venues Team deliver high quality bar, dining and night club experiences across multiple venues both on campus and across the wider city.

The Venues Duty Manager will be responsible for the day-to-day operation of the venues, with the main focus being to support the operation of bars and catering, and maintaining the security of customers, staff and the building. This will include the supervision of a fantastically diverse and highly motivated staff team.

You will have a role to play in assisting the administrative responsibilities of staff training, stock control, cellar duties, facilities and financial systems maintenance, along with venue promotions. In addition you will have the opportunity to work on some of the biggest events in Birmingham, including Freshers Fest, Graduation Ball and Vale Fireworks, which see tens of thousands of students attend and receive first class experiences.

You will have experience of managing staff teams, strong event organisational skills and excellent time management, particularly in meeting deadlines.

You will be working annualised hours to fit the needs of the business, over seven days including weekends and evenings.

Closing date for applications: - Wednesday 31st July 2019 at 10:00 am

For application packs please visit: <http://www.gildofstudents.com/about/your-union/workwithus/currentvacancies/>

or email: staffing@guild.bham.ac.uk



Make the most of University life!

