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**Date Oct 2016**

**THE FED**

**COMMUNITY SERVICES - CONDITIONS OF SERVICE**

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| **JOB TITLE** | Hospitality assistant |
| **RESPONSIBLE TO** | **Hospitality service Manager** |
| **STARTING DATE** | **As soon as possible** |
| **PLACE OF WORK** | **The Heathlands Village, Heathlands Drive, Prestwich, Manchester M25 9SB** |
| **SALARY** | **£7.20** |
| **LEAVE ENTITLEMENT** | **30 days including bank holidays – increases with length of service – pro rata** |
| **Disclosure & Barring Services (DBS) REQUIREMENTS** | **Enhanced DBS - to be paid for by employee & re-imbursed after successful probationary period (Formerly known as CRB)** |
| **CAR ALLOWANCE** | **N/A** |
| **HOURS** | **39 hours, five days out of seven inc public bank holidays, weekends and evenings** |
| **NOTICE PERIOD** | **Dependent upon length of service with organisation** |
| **PENSION** | **eligible for Company Scheme** |
| **DEATH IN SERVICE BENEFITS** | **eligible for Company Scheme** |
| **TRADE UNIONS** | **Recognised union for negotiations is Unison** |
| **SPECIAL CONDITIONS** | **Flexibility to work late evenings over Passover and other special events.** |
| **SUITABILITY FOR JOB SHARE** | **No** |
| **PROBATIONARY PERIOD** | **6 months** |