

Vacancies

CATHEDRAL ASSISTANT & GUIDE - Seasonal 7 Month: Fixed Term Contract

Saint Patrick's Cathedral has been at the centre of our history and culture for over 800 years. Dating from the 13th century and built in honour of Ireland's patron saint, Saint Patrick's is the National Cathedral of the Church of Ireland and is also one of Ireland's most popular tourist attractions. With over 500,000 visitors each year it is the third most visited admission-charging tourist attraction in Dublin city.

We have a number of vacancies for the role of **Cathedral Assistant & Guide** to provide support during our busy season which runs for 7 months from March to October. Weekly working hours will total **40**, and will be paid on the basis of €10.20 per hour. The role operates on a shift basis (*five over seven day roster*) between the hours of 08.00 and 20:00. Occasional additional hours will be required and in respect of which overtime will be paid.

MAIN DUTIES

- Being a welcoming presence to worshippers and visitors at the Cathedral gates while worship is in progress;
- Working at the Welcome Desks, duties include handling cash and other forms of payment, conducting till counts, managing visitor flow and handing out information leaflets;
- Conducting guided tours of the Cathedral, gaining a good knowledge of the Cathedral and its history, and passing this on to visitors;
- Assisting Cathedral Management in delivery of successful events including (but not limited to) services, concerts and graduation ceremonies;
- Other duties as directed by Cathedral Management.

CANDIDATE REQUIREMENTS

- Excellent Customer Service skills – you will have a confident, positive and professional approach
- A team player who is flexible and willing to work in different areas if required.
- Experience of cash and credit card handling procedures
- Reliable and flexible.

To apply, please send your CV with covering letter to humanresources@stpatickscathedral.ie before close of business on **Friday 12th January 2018**.