DCU Sport - Job Description

Job Title: Facility Attendant
Location: DCU Sport (inc. Sports Complex, Soccer Centre, Sports Campus, St. Patricks Sports Complex & Morton Stadium), Dublin City University, Glasnevin, Dublin 9.
Responsible to: Operations Manager, DCU Sport
Contract: 1 year
Salary: €22,175 - €27,222 per annum, CPD Programme, Gym Membership

DCU Sport

DCU Sport is the company charged with the operation of the sports facilities in DCU. DCU Sport is responsible for operating the Sports Complex, Soccer Centre, Sports Campus, St. Patricks Sports Complex and Morton Stadium. Our customers include staff, students, alumni and members of the public. We have 5000 members and a monthly footfall of 65,000. Our extensive, award winning facilities are the training location for many student clubs, elite teams and individuals. Our extensive facilities are an ideal location for the many national and international events we secure for hosting. DCU Sport is proud to have developed an environment where people of all ages and abilities can achieve their goals by creating purpose through people and programmes.

Purpose of Post:
The post of the Facility Attendant is to ensure delivery of cleaning services by DCU Sport to a wide range of users and events to the highest possible standard. Specific responsibility involves the cleaning of the sports complex. Applicants must be capable of working on their own initiative. A flexible approach to the working week is required to meet the needs of the business, key customers and events.

Key Duties:
1. To ensure all changing rooms are kept clean and tidy at all times.
2. To ensure all duties on the weekly schedules are complete to the required standard.
3. To work as part of the attendants team to maintain hygiene standards.
4. Communicating and support the Duty Manager at all times.
5. Reporting any maintenance items to the Duty Manager.
6. Following detailed work schedules on a weekly basis for maintenance and cleaning of the sports complex. To ensure all duties on the weekly schedules are completed to the required standard.
7. To enforce health and safety policies and to ensure that all policies and procedures in place are followed and adhered to by facility users.
8. To practice very high standards of customer service and professionalism.
9. To attend organised staff training as required.
10. To support the organisation in achieving its goals and objectives.
11. To work in Sports Campus, St. Patrick’s Campus or Morton Stadium if required.
12. To support event set up in Sports Campus / Soccer Centre / Sports Complex.
13. Any other duty as specified by the manager.

Any other duties which may be assigned from time to time by the Chief Executive Officer and/or the Operations Manager.

**Personnel Specification:**

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<tr>
<th>Feature Sought</th>
<th>Essential</th>
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<tr>
<td>1. Educational Standards</td>
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<td>2. Work Experience</td>
<td>1 year experience in a similar role</td>
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<td>3. Personal Characteristics</td>
<td>A positive attitude, highly motivated and an organised approach to the position.</td>
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