



## Carlisle United FC

### **Position – Match Day Ticketing and Shop Assistants**

Carlisle United Football Club currently has openings for Match Day Ticketing and Shop Assistants. The positions will require staff to work home matches in the satellite ticket offices and stadium shops. These are part time positions and will be zero-hour contracts. These positions are for evening and weekend work.

### **Main roles and responsibilities for ticketing positions–**

- Selling tickets to customers using computerised system.
- Dealing with customer queries on tickets.
- Cash handling and reconciliation.

### **Main roles and responsibilities for shop positions–**

- Selling goods and merchandise to customers.
- Dealing with customer enquiries.
- Sales reconciliation report.
- Cash handling and reconciliation.

### **Personal requirements –**

- Excellent customer service skills.
- Confident and friendly personality.
- Good IT skills.
- Must be able to work both within a team and independently.

### **How to apply –**

Please send a covering letter and your CV for the attention of Suzanne Kidd to [Suzanne.kidd@carlisleunited.co.uk](mailto:Suzanne.kidd@carlisleunited.co.uk) or by post – Carlisle United FC, Brunton Park, Warwick Road, Carlisle CA1 1LL.

Closing date is Friday 28 September 2018.

Carlisle United FC is committed to creating an inclusive and diverse environment and is proud to be an equal opportunities employer.