

Venues Customer Service Assistant

Summary of Terms and Conditions



Type of Contract:	Continuous, Zero Hours
Work Base:	University of Southampton Highfield campus, though responsible for activity across all campuses
Hours of Work:	This role is offered on a 'zero hours' basis which means we will offer you hours as required.
Right to Work:	If you require a visa (such as a Tier 2) to work in the UK, please note that SUSU is NOT a sponsoring organisation and is therefore not able to sponsor you for a visa.
Salary Grade:	Grade 1 NLW+, currently £13.16 per hour . A cost-of-living award is agreed by the Trustees and usually awarded in August of each year.
Holiday Entitlement:	Pay for accrued holiday entitlement will be based on a pro rata of 28 days leave at 12.07% of earnings. Your accrued holiday entitlement will be identified separately in your payslip
Pension:	NEST (National Employment Savings Trust) is the workplace pension. You will contribute 5% and the organisation will contribute 3%.
Probation period:	3 months