



## **OPERATIONS ASSISTANT**

**Salary: circa £20,800**

### **PASSIONATE ABOUT HERITAGE RAILWAYS**

**Swanage Railway is an award winning heritage railway carrying 200,000 passengers a year, making it one of the leading tourist attractions in Dorset.**

**Working as part of a team, you'll join people who are passionate about delivering safe, reliable and punctual train services using our heritage steam and diesel locomotives.**

### **The role**

As Operations Assistant you will play the important role of ensuring that we operate our train services safely and punctually.

With an understanding of railway operation you will have the opportunity to put your practical and organisational abilities to use through effective rostering, ordering of consumables, ensuring an organised and tidy work environment, supervising the use of our carriage washing equipment and undertaking some railway operational duties.

Working as part of a team, you won't be afraid of getting your hands dirty whilst following required procedures to ensure that things run smoothly to a high standard and often to a tight deadline. Ensuring good practice and promoting the benefits of an efficient, clean and safe environment will also be key aspects of the role.

Working within our Operations Department, you will have the opportunity to develop your ability in the various aspects of operating our heritage railway and working within a 'volunteer led' organisation with a strong focus on improving services.

### **The person**

- Understanding of a railway environment in operational roles
- Experience of rostering and operational aspects of a railway.
- Practical ability to operate machinery.
- Educated to GCSE level or equivalent with a minimum of 3 subjects, including Maths and English.
- Self-reliant but also a team player with a positive attitude to working with both volunteers and staff to solve problems constructively.
- A 'can-do' attitude along with an honest and pragmatic approach to work.

**Benefits of working for Swanage Railway**

- Salary c£20,800 40-hour week (including flexible hours and days)
- 30 days holiday including statutory bank holidays
- Contributory pension scheme subject to conditions
- Free or subsidised refreshments when working.

**How to apply**

Please contact Lorna Lock at [recruitment@swanagerailway.co.uk](mailto:recruitment@swanagerailway.co.uk) for an information pack and application form.

No agencies.

Closing Date: 12.00 Friday 6<sup>th</sup> August 2021

Interview Date: Tuesday 17<sup>th</sup> / Wednesday 18<sup>th</sup> August 2021