

Glastonbury Festival 2024 – Breathalysing Co-ordinator

Based at:	Worthy Farm, Pilton, Somerset, BA44BY
Reports to:	Site Office Manager / Site Manager
Duration:	27th May – 19th July (temporary role)
Hours:	A 40 hour week (9am-5pm Mon-Fri) is standard but during June and early July additional hours will be required plus some weekends.
Pay Rate:	£14.50 per hour

Duties;

This role will be based within the busy offices for Glastonbury Festival. The role will require attendance at Worthy Farm, Pilton, Somerset, BA4 4BY, our standard office hours are 40 per week, but additional hours are likely to be required in June and July. 12/14 hour days are likely and weekend working will be required throughout June. You will be paid for all overtime worked by the hour.

The successful candidate will oversee the training, monitoring and system management of breathalysing for all drivers site wide. The main responsibilities, which may include amongst others;

- Distributing breathalysing kits to all areas
- Training and answering general queries on how to use the kit and the process that goes with it
- Monitoring the jot form system each day for uploaded results
- Cross referencing results against drivers on the system
- Following up with any areas / drivers who have not done a test each day
- Updating and liaising with the HR department with any names that blow over, including results and the area organiser details for next steps
- Collecting and checking of Kits after the Festival

Requirements: -

- Organised and able to work to deadlines
- Previous experience of data entry/data management desirable
- IT literate and proficient in MS Office skills.
- Good attention to detail
- Confident yet discreet in communicating with others, maintaining confidentiality is essential
- Able to manage and prioritise own workload
- Previous experience in a similar role within events would be desirable

Additional Info:

Above is a general outline of the role, however, it is likely that the candidate would get involved in other aspects of the Festival organisation on an ad hoc basis in the Festival office, subject to agreement by their line manager. Applicants must understand this is not an 'easy ticket' to the Festival. There will be a requirement to work throughout the Festival period, and generally 'muck in' as required. The role is based at our offices in Pilton.

For further information and to apply, please email a copy of your CV and covering letter to
hr@glastonburyfestivals.co.uk

We are an equal opportunities employer and welcome applications from all suitably qualified persons regardless of their age, disability, gender reassignment, marital or civil partner status, pregnancy or maternity, race, colour, nationality, ethnic or national origin, religion or belief, sex or sexual orientation.

If you require any reasonable adjustments as part of the recruitment process or when employed, then do let us know.

In order to work for Glastonbury Festival you must have the Right to Work in the UK. Individuals from outside the UK must be in possession of a work permit to allow them to take up employment. For more information please visit the Government's Working in the UK website. As most roles are for a short period, our ability to gain a UK work permit for potential employees from outside the UK is extremely limited.

Information submitted via this application is held by Glastonbury Festival Events Limited under the provision of the General Data Protection Regulation for a maximum of 12 months. We will process your information in accordance with our privacy policy and we will not pass your details on to any other organisation. For more information please visit <https://cdn.glastonburyfestivals.co.uk/wp-content/uploads/2024/02/Recruitment-Privacy-Notice-Glastonbury-February-2024.pdf>