



Further Particulars

Housekeeping Supervisor

Job Title	Housekeeping Supervisor
Term of contract	Fixed-term secondment opportunity to cover maternity leave for 6 months, with the possibility of an extension after review
Accountable to	Accommodation and Housekeeping Manager
Liaising with	Staff, Students, Fellows
Department	Domestic Bursary - Housekeeping Team
Hours of work	40 hours per week, 5 in 7 days roster (which will include working on Saturday or Sunday on occasions). 4 hours cleaning and 4 hours supervising per day.
Holidays	29 days holiday plus bank holidays (pro rata). The College is usually closed from Christmas to New Year.
Meals	Whilst on duty and when the Kitchens are open.
Bus Pass	Free Oxford City Zone bus pass
Pension Scheme	Automatic enrolment into the Contributory Pension Scheme
Pay	c. £15.00 per hour
Expected Start date	As soon as possible
Closing date for applications	Wednesday 12 November 2025
Interview date	TBA
How to apply	Please send your CV to hr.admin@univ.ox.ac.uk or via HR pigeonhole at Univ addressed to the HR Coordinator.

University College is an equal opportunity employer

Data protection:

All personal information will be treated in accordance with the principles of the GDPR and related UK data protection legislation. If appointed, your application information will be retained securely as part of your confidential staff record. University College Privacy Policy & Information on how Univ uses your data can be found on <https://www.univ.ox.ac.uk/policy-documents/>

