



Further Particulars

Lodge Porter

Job Title	Lodge Porter at Univ North
Term of contract	Permanent
Responsible to	Head Porter
Working with	All College members, staff and visitors to the College
Department	Domestic Bursary - Lodge
Hours of Work	Full time, Monday to Friday, 12.00pm to 8.00pm
Holidays	30 days holiday plus statutory holidays. College Staff may be required to work on Bank Holidays falling during term time.
Meals	Whilst on duty and when the kitchens are open
Bus Pass	Bus pass purchase scheme
Pension Scheme	Automatic enrolment into the Contributory Pension Scheme
Pay	£30,174.25 per annum
Probationary Period	6 months
Expected Start date	As soon as possible
Closing date for applications	12 pm 16 July 2026
Interview date	w/c 27 July 2026
How to apply	<p>Please complete the application form available from our website www.univ.ox.ac.uk/jobs-at-univ-2/ and email to: hr.admin@univ.ox.ac.uk or post to: HR Team, University College, High Street, Oxford, OX1 4BH</p> <p><i>Right to work:</i> All applicants must be eligible to work in the UK.</p> <p><i>DBS:</i> An enhanced DBS check will be required for this post.</p>