



Livestock & Equine Administration Assistant

Part-time. From £10 per hour

The Rutland Agricultural Society require an Administration Assistant to help manage the entry process for livestock and equine sections of the annual Rutland Show. Based at the Rutland Showground office.

Requirements:

- Efficient administration skills
- Computer literate with a good degree of accuracy and attention to detail
- Excellent telephone manner
- Equestrian knowledge or experience
- Knowledge or experience of livestock (cattle, sheep, goats, poultry)
- Flexible working hours of 10 hours per week increasing to 36 hours per week for May only

To apply, please email Sophie Howsam, Show Manager with your CV and cover letter. sophie@rutlandshowground.com

Closing Date for applications: 22nd November 2022