

JOB DESCRIPTION

1. DETAILS	
Job title:	Match Day Turnstile Operator
Reporting to (Job title):	Safety Officer / Stand Manager
Department:	Safety Team
Direct Reports:	N/A
Location:	Oxford United, Grenoble Road, OX4
Hours:	Match Day [up to 3 hours]
FT / PT	PT

2. KEY OBJECTIVE OF THE ROLE
<ul style="list-style-type: none">• To ensure all spectators are admitted in accordance with the ticketing policy specified for each fixture;• To provide an excellent service to Home / Away supporters by following the 'Oxford United Way' – being Professional, Proficient, Progressive; and• To facilitate the safe ingress, circulation and egress of supporters at the Stadium.

3. MAIN DUTIES / RESPONSIBILITIES
<p style="text-align: center;">Main Responsibilities</p> <ul style="list-style-type: none">• To attend the match briefing as given by the Safety Officer and to understand the ticketing arrangements for each fixture;• To properly sign on duty, indicate their next availability for work and properly sign off duty when their duties have been concluded;• To ensure that the area around the turnstile where deployed is clear of obstructions and operates freely. Any obstructions, hazards or found articles must be reported to the Stand Manager immediately;• To correctly operate the respective ticket scanning device;• To work with Safety Stewards on duty at turnstiles to prevent those persons refused entry for any reason from gaining access to the Stadium;• Attend the required counting procedures following closure of the turnstiles and reconcile crowd attendance figures with the relevant person; and• To comply with any instruction given by the Stand Manager to close a turnstile if

required to do so.

Additional Duties [as required]:

- To support the match day spectator crowd management operation

4. CORE SKILLS, KNOWLEDGE TRAINING AND EXPERIENCE REQUIRED

Desired Criteria:

- NVQ 2 in Spectator Safety [or willingness to achieve this qualification]

5. JOB DESCRIPTION AGREEMENT

Job Holders Signature:

DATE:

Managers Signature:

DATE: