



ROYAL EXCHANGE THEATRE

TERMS AND CONDITIONS

Position: Box Office Assistant

Salary: £8.32 per hour

Hours of work: 16 hours per week, evenings and weekends.

Holidays: 28 days per annum (pro rata) inclusive of Bank Holidays

Pension: Staff will be automatically enrolled in The People's Pension subject to a 3-month postponement period, providing your regular earnings are above the earnings threshold (calculated on a yearly basis by the Department of Work & Pensions).

Employees are currently started at the minimum contribution rate of 1% of qualifying earnings. The Royal Exchange will also contribute 1% towards your pension pot. If you would like to increase your contributions, the Royal Exchange will match this up to a limit of 4%.

Other benefits: Subsidised Green Room
Childcare vouchers
Complimentary tickets to Royal Exchange productions

Probationary period: Three months