



Irish Greyhound Board

Shelbourne Park Job Opportunity

The Irish Greyhound Board (IGB) has responsibility for the promotion, regulation and on-going development of the Greyhound industry in Ireland. We currently have an opportunity to fill the position of Racing Equipment and Grounds Maintenance Supervisor in our Dublin based stadium, Shelbourne Park.

Job Title: Racing Equipment and Grounds Maintenance Supervisor

Location: Shelbourne Park

Reports to: Racing Manager at Shelbourne Park

Scope of the Role

The key function of this role will be to oversee all racing equipment and grounds maintenance and related activities to meet the needs of the racing function at Shelbourne Park while ensuring that associated critical systems are maintained through preventative maintenance programmes. The successful candidate will have the responsibility of supervising a team of full and part-time staff and will assign duties daily to ensure the highest standards are achieved.

Key responsibilities:

- To ensure that the traps and all racing related equipment is well maintained through a programme of preventive maintenance as agreed with the racing manager and as set out in the standard operating procedures.
- To work closely with colleagues in maintaining the track racing surface to required standard for both trail sessions and race nights.
- Supervise grounds staff while providing direction and support as required.
- Identify training needs and agree a plan with the racing manager annually.
- To drive the hare to the required standards at both trail and racing sessions. (training provided)
- Develop daily checklists in conjunction with the racing manager to ensure all the required maintenance is carried out routinely.
- To effectively maintain the grounds to the highest possible standard at all times as agreed with management.
- Deal with owners & trainers in a professional and courteous manner at all times with a particular focus during trial sessions & race nights.
- Identify and suggest new work practices to improve overall efficiencies.
- To become an active and contributing member of grounds maintenance team.
- Comply with all IGB procedures to include all statutory procedures- Fire Health and Safety, hygiene, internal audit.
- To carry out any other reasonable task as assigned by management to meet with business needs.

Hours of Work

The role is a full time role, 37.5 hours per week, 5 days per week with weekly rosters varying depending on the needs of the business. Evening and weekend working will be required as part of the role.

Education and Preferred Behaviours and Competencies

- Excellent inter-personal skills and team work skills
- Have knowledge or experience in the area of maintenance.
- Flexible attitude to the role
- Knowledge of agriculture machinery or similar maintenance
- Full Driving Licence

Applications to include an update *Curriculum Vitae* should preferably be emailed to the Human Resources Department of IGB at the email address: hr@igb.ie or by post to the HR Department, Irish Greyhound Board, Greenpark, Dock Road Limerick on or before **Friday 18th January 2019**.

If an electronic application has been not acknowledged candidates should ensure to follow up with Human Resources (Tel: 061 448000).

IGB / Shelbourne Park is an Equal Opportunities Employer