

SOCIAL SECRETARY

The James Waitley Organization *Not less than £13,000 + car and flat*

The James Waitley Organization owns department (1) and supermarkets in various towns and cities in southern England. The Social Secretary is (2) for providing a wide range of leisure activities for the employees of the organization. The (3) holder of the post is retiring soon and the organization wishes to find someone to take (4) the position by the end of the year.

This post (5) someone with a high degree of administrative ability as well as an interest (6) encouraging people of all ages to develop their talents and spare-time activities in ways which will (7) happiness and satisfaction. (8) in the fields of art, theatre and music will be particularly valuable to the successful (9), but the activities to be arranged cover sport, as well.

The new Social Secretary must be able and (10) to do a great (11) of evening and weekend work and should live in central London, where the company will (12) a suitable, rent-free flat as well as a car with a generous travel (13). Other (14) include membership in the company's pension scheme, with all (15) paid by the employer, discount (16) all personal shopping, and meals (17) subsidized prices in the company's canteens. In (18), all employees of the organization (19) in the profits at the end of the year.

Candidates aged 30-50 should make their (20) on the standard forms available from the Personnel Department.
Telephone 01 497 3771