

Oxford's DAILY INFO
 www.dailyinfo.co.uk
 Issue No. 8224 Next issue: Fri 15th July. Deadline: 10am, Thu 14th July
 Fri 8th July - Thu 14th July 2011 (Oxford Uni vacation)

AV INSTALLATION
SPECIALIST OR ASSISTANT
FOR CENTRAL OXFORD BUSINESS
 Experienced in:
 Network & speaker cabling
 Home Cinema & Hi-Fi installation
 Working with other trades in quality homes
 Essential:
 A good eye for detail
 Hands on skills
 Good customer communication
 A team player
 Email: johnerker@oxfordaudio.co.uk with CV & covering letter including current salary & available start date.

MACDONALD RANDOLPH HOTEL
 (5 STAR) is seeking a
Conference & Banqueting Sales Co-ordinator
 The role will be full time (Tuesday - Saturday). You will have excellent customer service skills as your role will be to maximise bookings of our meeting rooms, conferences, private dining and weddings.
 You will be able to demonstrate skills gained in a similar role and have an eye for detail / excellent administrative skills.
 Email: 25td@users.dailyinfo.co.uk

Turner Ensemble
 Sunday 10th July 11.15am
 Holywell Music Room
 Sun 10 July, 11.15am

SPINJAZZ CLUB
 Thu 14th July 7.30pm
 129 High St, OX1 4DF
 8.15pm - 12am BOOKINGS: 01865 07711 671647
 £10.18 cover / £5.50 cover

Eden End
 By JB Priestley
 Tuesday 12 to Saturday 16 July
 at Oxford Playhouse
 Ticket office: 01865 305305
 www.oxfordplayhouse.com

Oxford School of English
 welcoming families
 to provide homestay accommodation 17th to 31st July. Single and twin rooms available on a full or half board basis. Excellent rates paid.
 Please contact Jan or Viv: 07501 028736 or acco@oxfordschoolofenglish.com

Eden End
 By JB Priestley
 "Powerful... Beautifully shaded... Recommended"
 Daily Telegraph
 Ticket office: 01865 305305
 www.oxfordplayhouse.com

THE ISIS COMEDY FESTIVAL
 FRI 15th - SUN 17th JULY 2011
 Isis Farmhouse, Iffley Lock
 ANDY ZALTZMAN, ANDREW O'NEILL, HOWARD READ, DIANE SPENCER, SILKY, KAI HUMPHRIES, PAUL TONKINSON, THE RAYMOND & MR TINKINS REVUE AND MORE!

Locomondo
 Oxford International night
 Friday 15th & Saturday 16th July 8.00pm
 Wesley Memorial Church
 Tickets & show info: www.killforsex.co.uk

THE OXFORD HOME OF COMPLEMENTARY MEDICINE
Taster Day
 Sunday 17th July 10-4pm
 Consultations & 16 Treatments for £10 available in: Acupuncture, Allergy Advice, Art Therapy, Craniosacral Therapy, Injury & Back Pain Treatment, Hypnotherapy, McTimoney Chiropractic, Massage, Naturopathy, Nutrition, Psychology, Reflexology, Reiki & Shiatsu.
 Tel: 01865 751111
 1 Windmill Road, Headington, Oxford OX3 7BL
 www.wellbeingclinic.com

Selected Gigs
 Fri 8th
 THE YARD DJ MIXTAPES SESSIONS Hosted by Neural 6.30pm - 10.00pm
 STEAMROLLER, THEREMOUR, GLENDA HUGHES, PHIL GARVEY / Fundaiser / 8pm / The Holly Bush Inn, 106 Bridge St, Oxford
 ELIZA CARTHY BAND, MATT WINKWORTH / Mercury nominated folk singer / 7pm - 11.00pm / The White Horse, 1 London Road, Headington, Oxford OX3 7BL
 SHEELANAGS / 5-piece high energy folk dance band / 10pm-3am (6 days), 17/00 / The Cella, Frewin Court, Off Market St.
 RESURRECTION / Rock covers day / 9pm, Free entry / The White Horse, 1 London Road, Headington, Oxford OX3 7BL
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QR CODES Scan the codes on this sheet with your phone's barcode app to go straight to the page on www.dailyinfo.co.uk

Joint office Manager
 Communicating with students and companies from all over the world is just one part of this exciting career position.
 You'll be jointly responsible for dealing with students enquiries (online, by phone and face-to-face), as well as liaising with worldwide staff and agents, for the activity programme, visas, accommodation, general requests and administration, and a huge number of other aspects over a vast range of different topics.
 You should be enthusiastic, adaptable, diplomatic and motivated, with the ability to develop all-round management skills. Initial salary circa £18,000 - £21,000, depending on experience.
 Please email CV and covering letter to: pester@oxfordschoolofenglish.com

Wolfsong College
Events & Conferences Assistant - Salary: £7,238 (for a 16 hour week)
 Wolfsong College Oxford is seeking a capable, well trained and reliable person to assist the Events and Conferences Manager with room bookings and running various events in the College.
 Responsibilities include: booking of bedrooms, meeting rooms and Guest Night dinners; paperwork in connection with events; administrative and secretarial duties. A full job description and an application form can be found on <http://www.wolfsong.ox.ac.uk/vacancies>
 The successful candidate will have excellent organizational and customer service skills, strong written and verbal communication skills, and be comfortable using a computerized Booking System.
 The post is a part-time appointment for 16 working hours per week. The salary is £7,238 per annum (£8.70 per hour).
 The College offers an excellent benefits package, including extra days of annual leave, a pension scheme, subsidised lunches and on-site parking, as well as the option to join Wolfsong Community Room.
 To apply please send the application form, together with a covering letter and a CV, to: HR Officer, Wolfsong College, Linton Road, Oxford OX2 6UD or by email to: anna.zubek@wolfsong.ox.ac.uk
 The closing date for applications is Monday on Friday, 15th July 2011.
 Wolfsong is an equal opportunities employer

St. Clare's, Oxford
 An International Education
 A day and boarding college for the young, students aged 9-19, from over 40 countries. The longest established international Baccalaureate centre in England.
 You will be able to demonstrate skills gained in a similar role and have an eye for detail / excellent administrative skills.
 Email: 25td@users.dailyinfo.co.uk

Part-Time Housekeeping Assistant
 Cleaning and other duties in residential accommodation, 20 hour week, mornings + essential weekend and Bank Holiday work will be needed for which overtime is paid. Generous benefits. Further details are on our website www.stclares.ac.uk. Please apply by email: hr@stclares.ac.uk. Address of telephone numbers of two referees: recruitment@stclares.ac.uk or Tel: 01865 552931. Closing date for applications: Wednesday 20 July, 2011. Applicants will be subject to enhanced CRB and satisfactory references. St Clare's is a registered charity, an international education centre and an equal opportunities employer.

Senli Cash & Go
Foreign Exchange Cashier
 This specific full time or part time permanent vacancy typically requires you to work shifts throughout the week and weekends on a rota basis.
 Salary: Between £12k and £13.5k per annum. £6.20-£7.00 per hour depending on experience. The benefits include staff discount rate, 22 days holiday (pro-rata) and performance bonus.
 Working in our Bureau De Change branch in Oxford city centre, main job includes selling and buying foreign currency and travellers cheques. Fluent English and excellent communication skills are essential.
 The role will suit someone who really enjoys interacting with customers at all times, demonstrates flexibility and determination, enjoys meeting targets.
 Successful candidates must be able to provide a 5-year checkable history and pass credit and criminal record checks.
 See website: www.senlicash.co.uk
 or email 35td@users.dailyinfo.co.uk

Global Water Intelligence
Telesales Professional
 We are an independent publisher in Oxford looking for an enthusiastic candidate who enjoys talking to people and is confident on the phone. Students are welcome and the position can be full or part time.
 Good hourly rate and excellent commission structure.
 Email: st@globalwaterint.com
 For more information: www.globalwaterint.com/careers

LMH
 Lady Margaret Hall
ASSISTANT GARDENERS
Full & Part-time Vacancies £8,000-9,000/hr
 We have full and part-time opportunities available. The full-time role is 39 hours per week and the part-time role is two days per week.
 Responsible for the Head Gardener, you'll help with pruning, weeding, lawn care and planting, and demonstrating your strong interpersonal skills, you'll be happy to answer queries from the gardeners. You'll also help maintain all garden machinery and equipment in a good and safe working order. Application of herbicides, pesticides and fungicides will also be required but no professional training will be provided for those without certification.
 As well as a love for gardening and a basic knowledge of plants, the successful candidates must:
 - have at least 6 months previous paid work experience in a similar role
 - be presentable and able to communicate with students and staff
 - speak English to conversational standard
 - be able to work as a team or independently
 - have some experience with petrol and ride-on mowers, hedge trimmers and power tools for hedge trimming, strimming etc.
 We offer 35 days holiday (including bank holidays) pro rata, free meals whilst on duty and a final salary pension scheme.
 To apply for the position, please send your CV and brief covering letter explaining your suitability for the role to hr@lmh.ox.ac.uk
 A copy of the full job description is available under Vacancies section at www.lmh.ox.ac.uk
 Closing date: Friday 15th July 2011
 The College is an equal opportunities employer.

Richmond
 Richmond is looking for a new **Sales Consultant** to promote and sell its expanding ELT list in the UK and Ireland.
 You will need to be a highly-motivated individual with proven teaching experience, excellent communication skills and strong commercial awareness. This is a full-time role based in our Oxford offices but involves extensive travel and so a clean driving licence is a must.
 For further information and details of how to apply, please email info@richmond.co.uk no later than Wednesday 13th July.

POPHAM
 Popham is now recruiting stylists for its new Oxford Salon
 As both a Champion Investor in People and a Sassoon Professional Partner, Popham offers the career opportunity you've been waiting for!

WADHAM COLLEGE
seeks
PART-TIME COLLEGE NIGHT SECURITY PORTER
 with responsibility for supporting the Lodge Porter for security, issuing keys, fire watch and emergencies. This is a flexible day roster of 5.5 hrs per shift (21.00 hrs over 02.30 hrs) over 7 nights on 7 nights with salary of £628.00 pa plus conference bonus, uniform, meals on duty, bus pass, health care and pension.
 This position is subject to a CRB check.
 CLOSING DATE 15th July.
 Write/Telephone, Fax or email for application form & job description to:
 The Personnel Assistant
 Wadham College, Oxford, OX1 3PN
 Tel: 01865 277948; Fax: 277964
 email: PERSONAL.assistant@wadham.ox.ac.uk
 EQUAL OPPORTUNITY EMPLOYER INVESTOR IN PEOPLE

Senior business research manager
£34,000-£40,000+
 Identify and analyse the UK's leading private companies, and interview the entrepreneurs, CEOs and chairmen behind them
 Analyse accounts and write profiles for our seven annual league tables published in the Sunday Times
 Help manage the publication process and attend some of our networking events
 The successful applicant will have at least four years' experience in a relevant field, such as research, business journalism, finance/accountancy or banking. Meticulous attention to detail is essential, and experience in analysing company accounts is desirable.
 You can develop a job pack and Application Form from: www.thecamdensociety.co.uk and send it to recruitment@thecamdensociety.co.uk or by post to HR Officer, The Camden Society, 60 Holmes Road, London, NW5 3AQ.
 The Camden Society is an equal opportunities employer. We welcome and support applications from disabled people.

FAST TRACK
 Go to www.fasttrack.co.uk for more details. To apply, send a one-page cover letter and your CV, mentioning your salary, to: jobs@fasttrack.co.uk

ecoVeritas
 ecoVeritas is an Oxford-based environmental consultancy currently recruiting for a
 - Data Manager/Analyst (£17-19k) - Summer Intern
 For details, see: www.ecoveritas.co.uk/vacancies.shtml
 Deadline: Monday 11th July 2011

LIVE-IN HOUSEKEEPER / COOK Friendly, energetic single person needed for large house outside Oxford. Driver, non-smoker, good references essential. 35/60hrs/week. daly@oxford.ac.uk
UNIVERSITY OF OXFORD Faculty of History: Part-time (0.7FTE) Undergraduate Office Assistant. Grade 5 Salary 197 - £18,190 pro rata part time, average of 25.5 hours per week. At the University of Oxford, you will be working in an excellent organization! If so, you may be interested in assisting the Faculty Administrative Officer and two other members of the undergraduate administrative team. In the Undergraduate Office of the History Faculty, you could be one of our members of staff working closely with, and be delegated tasks by, the two team officers supporting the Faculty Administrative Officer. You will be responsible for: excellent communication skills, great attention to detail, excellent communication skills, excellent organizational skills, good computer skills, and the ability to work with a team. For full information, our ideal candidate has a focus on the customer, and is friendly, helpful, approachable and well informed. You will be following instructions but be able to work without close supervision, work under pressure and maintain excellent previous experience of working in a residential setting and working with people with disabilities. Essential previous experience of working in a residential setting and working with people with disabilities. For full information, our ideal candidate has a focus on the customer, and is friendly, helpful, approachable and well informed. You will be following instructions but be able to work without close supervision, work under pressure and maintain excellent previous experience of working in a residential setting and working with people with disabilities. For full information, our ideal candidate has a focus on the customer, and is friendly, helpful, approachable and well informed. 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