

**Oxford's DAILY INFO**  
 Next issue: Fri 27th Feb. Deadline: 10am, Thu 26th Feb.  
**Tue 24th - Thu 26th Feb 2015 (Oxford University 6th week)**  
 Issue No. 8586

**WHAT'S ON**  
 THE ARCADIAN SINGERS: Concert for Lent. Macmillan, Gaudsp. Purcell, Byrd, Tallis, and more. 7th March, Balliol Chapel, 9pm.  
 www.arcadiansingers.co.uk, 3639p@users.dailinfo.co.uk

**bloomin' chic FLORISTS**  
 Need inspiration for Mother's Day?  
 Enter our **Mother's Day Quiz**  
 to win a £50 bouquet of flowers or £50 gift voucher from Bloomin' Chic.  
 Competition closes Monday 9 March  
 www.dailinfo.co.uk

**THE SPIN JAZZ CLUB**  
 129 High St, OX1 4DF  
**Thu 26 Feb: Alex Garnett**  
 'Leading British tenor sax player'  
 8.30 - 11.15pm BOOKINGS & INFO: 07711 671647  
 £10/£5 conc. / 16 std. WWW.SPINJAZZ.NET

**THE CATWEAZLE CLUB**  
 "The UK's most intimate performance space"  
 "The atmosphere is magical..."  
 Every Thursday, 8pm  
 www.catweazleclub.org

**NHS National Institute for Health Research**  
 Improving healthcare through research  
 Open weeks - 6th - 21st March 2015  
 Everyone is welcome  
 Talks, tours and exhibitions are FREE!

**CINEMA To Thu 26 Feb**  
**Odeon George St (0871 2244 007)**  
 BIRDMAN [15] Tue: 7.30pm  
 SHAUN THE SHEEP MOVIE [U] daily: 4.45pm  
 BACKSTREET BOYS 'SHOW 'EM WHAT YOU'RE MADE OF' LIVE SATELLITE PERFORMANCE [15] Tue: 7.00pm  
 JUPITER ASCENDING [12A] (ZD) Tue: 7.30pm  
 KINGSMAN: THE SECRET SERVICE [15] Tue: 9.00pm

**Vue Cinema (08712 240 240)**  
 FIFTY SHADES OF GREY [18] Tue: 11.00am, 1.00, 2.00, 3.00, 4.00, 6.00, 8.00, 9.00pm  
 SHAUN THE SHEEP MOVIE [U] Tue: 11.55am, 1.30, 3.45, 6.30pm  
 KINGSMAN: THE SECRET SERVICE [15] Tue: 11.55am, 1.30, 3.45, 6.30pm  
 THE THEATRE OF EVERYTHING [12A] Tue: 11.55am, 1.30, 3.45, 6.30pm  
 AMERICAN SNIPER [15] Tue: 11.55am, 1.30, 3.45, 6.30pm  
 JUPITER ASCENDING [12A] (ZD) Tue: 11.55am, 1.30, 3.45, 6.30pm  
 PROJECT ALMANAC [15] Tue: 12.00, 2.40, 5.15, 7.45pm

**Ultimate Picture Palace (245288)**  
 WHIPPLASH [15] Wed: 6.45pm  
 EX MACHINA [15] Tue: 9.00pm  
 WILD [15] Tue: 9.30pm  
**Oxford Magdalen St (0871 2244 007)**  
 FIFTY SHADES OF GREY [18] Tue: 12.00, 2.45, 5.30, 8.15pm  
 THE THEORY OF EVERYTHING [12A] Tue: 12.45, 3.30, 6.00pm  
 ROY LIVER FLUGENDE HOLLANDER Tue: 7.15pm  
 TRUE ROMANCE [15] Tue: 8.00pm  
 RAINBOW RESERVOR / Indie-pop / 8pm. Free / Library Pub, Cowley Rd  
 RETROFLEX / Indie-pop / 8pm. Free / Library Pub, Cowley Rd

**Phoenix Picturehouse (0871 9025736)**  
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**EATEN BY BEARS**  
 Jenny Pawsey has been eaten by bears. A tragic occurrence on the occasion of her birthday, and so soon before little Ted's. If you'd like somebody to be eaten by bears, email us at info@dailinfo.co.uk

**CHRIST CHURCH, OXFORD**  
**Assistant Hall Manager (full-time)**  
 Christ Church seek to appoint an efficient, well-motivated and confident person with the ability to organise and oversee the work of a large front of house team in carrying out food and beverage services to the highest standard.  
 Application form and full details available at: www.chch.ox.ac.uk/general-information/employment or contact: Bridget Guiste, Clerical Assistant, Steward's Department  
 Email: bridget.guiste@chch.ox.ac.uk  
 Telephone: 01865 286993  
 Closing date: Friday, 6 March 2015  
 AN EQUAL OPPORTUNITY EMPLOYER

**Dr J Bogdanov, Dr L Leaver, Dr M O'Shea and Dr J Lambert**  
**Phlebotomist - job share**  
 Required by a city centre practice of three full-time GP's and Practice Nurse. Flexible working hours. Hourly rate dependant on experience. Further career development for the right candidate.  
 Email: Senga.Allen@nhs.net  
 Closing date: 31st March 2015

**Dr J Bogdanov, Dr L Leaver, Dr M O'Shea and Dr J Lambert**  
**Practice Nurse**  
 20 hours per week (flexible)  
 We are a new build central Oxford Health Centre looking for a Practice Nurse to work part time (job share will be considered) over 5 days, working hours are negotiable (school hours e.g. 10am - 2pm will be considered).  
 Practice Nurse experience, essential.  
 Informal enquiries welcome.  
 Please post your CV to the above address or email: Senga.Allen@nhs.net  
 Closing date: 31st March 2015

**CARFAX TUTORIAL ESTABLISHMENT**  
**Tutors required in Oxford for Easter Revision Courses and throughout the year**  
 All Subjects (£25 per hour)  
 Carfax is a thriving Tutorial Establishment that specialises in providing one-to-one tuition for GCSE and A level levels and in all school and university subjects. All of our tutors are expected to:  
 • Be educated to degree level or above in relevant field,  
 • Have teaching experience,  
 • Be familiar with the appropriate syllabuses and specifications of the relevant examining bodies,  
 • Bring enthusiasm to their lessons and be able to impart motivation to their pupils.  
 Please email your CV to: r.goodwin@carfax-oxford.com  
 www.carfax-oxford.com

**Homeflow**  
**Experienced Finance Manager**  
 c.25 hours per week in Oxford  
 Homeflow is a fast-growing internet business, with offices in London and Brighton, and - soon - Oxford.  
 An experienced Finance Manager will run our accounting function, from journals, recons and VAT returns, through client and supplier liaison, to management accounts. Qualified to AAT Level 4 or equivalent, strong Excel skills and experience with Sage 50. Salary c.£30k pro rata.  
 Please email your cover letter and CV to jobs@homeflow.co.uk. No agencies.

**Office Admin**  
 3-4 days/week, flexible hours.  
 Experienced office admin wanted for small company in City Centre.  
 Please send CV to: oxfordcitybistros@gmail.com

**International Language Centres**  
**UNIVERSITY FOUNDATION PROGRAMME TEACHERS**  
 Recruiting teachers to this busy University Foundation Programme in Oxford's largest international school for the following subjects or combination of subjects:  
 • Accounting  
 • Language and Linguistics  
 • Media  
 • Law  
 • Economics  
 • Social Sciences  
 • Marketing  
 • International Relations  
 The Foundation Year prepares international students for university and is structured around A2 and AS course material. Positions are of a temporary part-time nature, but long-term prospects are possible. Teaching hours per week vary, depending on the subject and term.

**GIGS & COMEDY**  
**Tue 24th**  
 GOOD TO TALK TOUR / Poetry and comedy in aid of Seacrow Gift Support / 8-10pm (£5 cash) / Albion Boatniks, Walton St, OX2 6AQ  
 RACHEL SERMANINI + TOM TERRELL / Scottish folk / 7.30pm. 9 / Himgus.com / Art Jericho, 6 King St, OX2 6DF  
**Wed 25th**  
 GALICIAN FOLK SESSION / 8pm. Free / James's Tavern, OX4 1UE  
 NICKI PETERICK / Singer-songwriter / 9pm. Free / 8pm. Free / Albion Boatniks, Walton St, OX2 6AQ  
 TRISH ELPHINSTONE QUINTEZ / Jazz / 8.30pm. Free / Half Moon, St Clements  
 MIRIAM JONES: BETWEEN GREEN AND GONE / Canadian artist launches album / 8pm. Free / Albion Boatniks, Walton St, OX2 6AQ  
 SOCIAL COMEDY! / With Dean Burnett & Prof Alison Wallhead / 7pm. Free / OxfordScribe.com / St Aldin's Tavern, 108 St Aldin's, OX1 1BU  
 DENNY ILETT SNR QUARTET / Jazz & swing / 8pm. £6 / The Library Pub, 182 Cowley Rd, OX4 1JE, thelibrarypub.com/  
 PETER O'LEARY & NICK MEYER / Jazz / 8.30pm. £10 / Albion Boatniks, Walton St, OX2 6AQ, 07378 916213

**Tue 26th**  
 JAMES ST CHARL - SWING & BLUES / DJs play vintage swing plus live blues from Richard Brotherton / 10.30pm. £3 / James's Tavern, James St, OX4 1UE  
 RICHARD BROTHERTON / Vintage delta blues from local bluesman / 8pm. Free / @academictimes.com / Joe Peck's & Co., 76 St Clements, OX4 1AH  
 TOLEUSE, LORDS LADS, BIG TROOPS, HENKEY 1 / All-nighters / 10pm. £5 / @academictimes.com / Joe Peck's & Co., 76 St Clements, OX4 1AH  
 ALEX GARNETT / Jazz saxophonist / 8pm / 8.30pm. £10 (£10 conc, £6 std) / spinjazz.net / The Wheatshaf, 129 High St, OX1 4DF  
 RAINBOW RESERVOR / Indie-pop / 8pm. Free / Library Pub, Cowley Rd  
 RETROFLEX / Indie-pop / 8pm. Free / Library Pub, Cowley Rd

**WEB DESIGN**  
 JO CX DESIGN: www.jocdesign.co.uk. Your friendly local web design expert. 07807 040575.

**JOB**  
**MAGDALEN COLLEGE SCHOOL**  
**Teacher of Junior School LAMDA (Part-time)**  
 Applications are invited for the post of part-time Teacher of Junior School LAMDA from 20th April 2015 or sooner.  
 Magdalen College School is located in the heart of Oxford on the banks of the Cherwell and is one of the country's leading and most historic day schools. It was founded by William of Waynflete in 1480.  
 The school requires a well-qualified and enthusiastic LAMDA instructor to teach Junior School boys (Years 3-6) in term time only, in days or small groups. This will be before the school day, during lunchtime and after the school day.  
 Completed Part-time Staff application form, cv and covering letter, should be sent by email to Dr T.R. Hands, the Master (master@mcsoxford.org) by midday Friday 27th February 2015. An Information Pack for this post is available on the job vacancy link of the website.  
 MCS is committed to the safeguarding and welfare of its pupils, and offers of employment will always be subject to an enhanced DBS clearance and the school's safer recruitment procedures.  
 MAGDALEN COLLEGE SCHOOL - OXFORD - OX4 1DZ  
 01865 242191 - www.mcsoxford.org  
 HMC Independent Day School for boys 7-18 & girls in the Sixth Form

**D'OVERBROECK'S**  
**HEAD OF ENGLISH**  
 Years 7-11  
 Full-time from September 2015  
 d'Overbroeck's is an 11-18 co-educational independent day and boarding school in Oxford with a roll of around 470 students.  
 We are seeking a talented teacher to lead a very strong and successful department. The appointed applicant will be required to teach English Language and Literature throughout the College including Sixth Form.  
 Details and application form are available on the College website: www.doverbroecks.com/posts  
 Please submit applications as soon as possible, but no later than Sunday 8 March 2015.  
 d'Overbroeck's is committed to safeguarding and promoting the welfare of all its students. An enhanced DBS check is a prerequisite for all appointments.

**D'OVERBROECK'S**  
**TEACHING ASSISTANT in the PE department**  
 from September 2015  
 d'Overbroeck's is an 11-18 co-educational independent day and boarding school in Oxford with a roll of around 470 students.  
 We are seeking a PE enthusiast to join a strong and lively department as a teaching assistant. Applicants should have either a degree or appropriate vocational experience.  
 Details and application form are available on the College website: www.doverbroecks.com/posts  
 Please submit applications as soon as possible, but no later than Sunday 15 March 2015.  
 d'Overbroeck's is committed to safeguarding and promoting the welfare of all its students. An enhanced DBS check is a prerequisite for all appointments.

**Ruskin College Oxford**  
**Cleaning Opportunity in Old Headington, OX3**  
 We are looking for a cleaner to work 7.30am - 2.00pm, Monday to Friday. This is a permanent contract subject to a trial period. Rate of pay: £7.83 per hour.  
 For an application form please contact Natalie Print (nprint@ruskin.ac.uk), 01865 759 789.  
 The closing date is Friday 6th March 2015.

**Work Placements Officer**  
 £20-25K per annum  
 We are looking for someone with excellent communication and networking skills to help establish our STEM World of Work Programme. The role will require liaison with Oxfordshire businesses and schools to deliver an innovative programme of work-related learning opportunities for young people aged 13-17 years.  
 For more details see www.scienceoxford.org/jobs

**Housekeeper**  
 £13,452 - £16,479 pro rata (depending on experience)  
 Part-time (includes occasional weekend work).  
 The housekeeper role will be based within our Longer Term project that supports individuals with enduring mental health needs. The position will require you to perform laundry duties, carry out meal preparation, maintain good hygiene levels in the kitchen area as well as other housekeeping responsibilities.  
 The ideal candidate will have excellent organisation and time keeping skills with the ability to manage their workload. They will need a flexible approach and be able to work well individually. Previous experience within a similar role would be desirable but is not essential.  
 Benefits at 22 days holiday per year, gym membership and pension.  
 Please contact recruitment on 01865 397 968 or email recruitment@response.org.uk for an application pack.  
 Closing date: Friday 6th March 2015 at 10.00am

**Production Co-ordinator Corporate Sales (Part-time)**  
 The Content Operations team is responsible for coordinating the production of high-quality print and digital publications to schedule and to budget. This post specifically handles corporate sales. Responsibilities include organizing copy-editing, proofreading, and indexing, as well as typesetting and manufacture of a range of products.  
 You'll require proven production and/or project management experience, demonstrable problem solving skills and the ability to communicate confidently and effectively. This is a part-time role for 3 days per week.  
 To apply for this vacancy and for full details, please visit https://e1.oxfordcareers.com/OU/Research.aspx  
 Closing date: 8 March 2015

**Dictionary Assistant (Fixed Term Contract)**  
 The ELT Dictionaries and Reference Grammar department publishes dictionaries and reference works for learners of English as a foreign language, and we are recruiting a Dictionary Assistant to provide support for the editors and handle queries received through the ELT Dictionaries Helpdesk.  
 Candidates need to have a keen interest in language and should be methodical, with an acute eye for detail, and have the ability to communicate clearly.  
 Salary - £7.50 per hour  
 To apply for this vacancy and for full details, please visit https://e1.oxfordcareers.com/OU/Research.aspx?wid=18563  
 Closing date: 4 March 2015

**2x Project Workers**  
 Permanent, Littlemore  
 £15,807 - £18,156 per annum (depending on experience)  
 37 hours per week (Shift Work covering 24 hours)  
 The project worker role will involve you acting as a keyworker to a small number of people with severe and enduring mental health difficulties. You will support individuals to develop their independence and work towards being able to live in more independent accommodation and your work will be guided by the principals of the recovery model of mental health and person-centred support.  
 You will also work as part of a team to ensure that the health and safety, medicinal treatment needs and overall well-being of all the residents is maintained.  
 The ideal candidate will have the ability to engage with and build therapeutic working relationships with residents, understand boundaries and maximise recovery, independence and positive risk taking, the ability to communicate verbally and in writing as well as basic numeracy and literacy skills. Please note that all roles require a full DBS check which will be paid for by Response.  
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 Closing date: Friday 6th March 2015 at 10.00am

**ST PETER'S COLLEGE UNIVERSITY OF OXFORD**  
 St Peter's College has exciting opportunities:  
**Website Editor**  
 Part-time (17.5 hours per week)  
 This is an opportunity to work closely across many departments of the college to ensure that the website and other aspects or our digital presence reflect our ethos and profile. The College has already relaunched its digital presence but the work needs to be taken to the next stage by developing our intranet, improving broader digital presence via social media, and improving the consistency of our branding and communications.  
 Applicants should have relevant qualification and experience in website content management (both internet and intranet) social media, and preferably have worked in the higher education sector or have other relevant experience on which they can build.  
**College Archivist**  
 Part-time (17.5 hours per week)  
 To catalogue college documents, to develop a system for the regular collection and management and archiving of the College's contemporary and future records as well as to conserve the College's archives and charters including the Art Collection, furniture and silver, and to ensure that they are maintained in the appropriate manner.  
 From time to time the College stages displays and exhibitions for instance a forthcoming exhibition will be based on World War One focusing on the involvement of the Chavasse family who have close links to the College.  
 The successful applicant will have a qualification in archive management and/or experience relevant to the organisation of archives at a leading educational establishment.  
 The Terms and Conditions for both of these opportunities are as follows:  
 Salary will be based on Grade 7 of the Oxford University Pay Scale which pro rata is £15,217 to £18,697 per annum for a 17.5 hour post. Starting salary will be according to experience.  
 There would be a certain amount of flexibility on how the hours are spread throughout the week.  
 Benefits include: free lunches when on duty (when the kitchens are open), 30 days annual leave plus 8 days Bank Holidays and a contributory Pension Scheme.  
 For Further Details and how to apply please visit our website at www.spc.ox.ac.uk/content/vacancies.

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**GfK MYSTERY SHOPPING**  
**EVENINGS AND WEEKEND PROJECT COMPLETION SUPERVISOR**  
 We are a successful Mystery Shopping company and are looking for an experienced Supervisor to oversee our Project Completion Team.  
 You will be required to supervise a team of 7 to 10 people and should be an experienced Supervisor who is organised and flexible. The successful candidate will be target driven, self-motivated, proactive, positive and a professional role model for other team members.  
 9:00 hrs: 17:00 to 20:30 Monday to Thursday and 9:00 to 14:00 Saturday  
 Pay: £10.00 per hour  
 Please send CV and covering letter to david.quelch@gfk.com

**FindersKeepers**  
**Accounts Assistant**  
 At Finders Keepers, we pride ourselves on looking after our clients. In 2014, we promoted 13 members of the Finders Keepers team with within.  
 We don't take filling our job roles lightly. We want to create a team and provide an environment that makes work challenging, exciting and rewarding. Your development is as important to us as it is to you.  
 We are looking for someone who is relentless in their systematic approach to chasing landlord and tenant deficits. Equally you'll have effective communication skills that make the process beneficial for all parties.  
 Your flexibility will also be essential as you will be able to cover the purchase ledger for one day a week and other accounts roles on an ad-hoc basis.  
 The fundamental skills required for this role include: previous accounts experience, working knowledge of Excel, Word, Email and effective communication.  
 Email 33am@users.dailinfo.co.uk

**OXFORD UNIVERSITY PRESS**  
**Publications Controller**  
 The Publications Controller's primary focus is on data entry, data management and data manipulation through a variety of programmes and systems. Developing processes and gaining a solid understanding of OUP's online, ebook and imported products will be key to this role, along with the ability to implement new workflows quickly and efficiently to assist with the pace of change within the publishing industry.  
 The position requires excellent computer literacy skills and it is essential that applicants are meticulous and can perform tasks with a high degree of accuracy.  
 To apply for this post please go to: https://e1.oxfordcareers.com/OU/Research.aspx  
 Closing date: 8 March 2015

**OXFORD UNIVERSITY PRESS**  
**Production Co-ordinator Corporate Sales (Part-time)**  
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**Dictionary Assistant (Fixed Term Contract)**  
 The ELT Dictionaries and Reference Grammar department publishes dictionaries and reference works for learners of English as a foreign language, and we are recruiting a Dictionary Assistant to provide support for the editors and handle queries received through the ELT Dictionaries Helpdesk.  
 Candidates need to have a keen interest in language and should be methodical, with an acute eye for detail, and have the ability to communicate clearly.  
 Salary - £7.50 per hour  
 To apply for this vacancy and for full details, please visit https://e1.oxfordcareers.com/OU/Research.aspx?wid=18563  
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**OXFORD UNIVERSITY PRESS**  
**2x Project Workers**  
 Permanent, Littlemore  
 £15,807 - £18,156 per annum (depending on experience)  
 37 hours per week (Shift Work covering 24 hours)  
 The project worker role will involve you acting as a keyworker to a small number of people with severe and enduring mental health difficulties. You will support individuals to develop their independence and work towards being able to live in more independent accommodation and your work will be guided by the principals of the recovery model of mental health and person-centred support.  
 You will also work as part of a team to ensure that the health and safety, medicinal treatment needs and overall well-being of all the residents is maintained.  
 The ideal candidate will have the ability to engage with and build therapeutic working relationships with residents, understand boundaries and maximise recovery, independence and positive risk taking, the ability to communicate verbally and in writing as well as basic numeracy and literacy skills. Please note that all roles require a full DBS check which will be paid for by Response.  
 Benefits at Response include: excellent induction and training, 22 days holiday per year, gym membership and pension.  
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**ISIS Oxford**  
**EFL Teachers and Activity Leaders wanted**  
 ISIS Oxford are recruiting EFL teachers and activity leaders for January and Easter 2015. Teaching applicants must hold a CertTESOL or CELTA.  
 All successful candidates will be subject to DBS and reference checks. Proof of eligibility to work in the UK must be provided.  
 Please send CV and cover letter to: MChallans@oxfordinternational.com  
 TUTORS REQUIRED: For Maths, English and Sciences for tutoring for Primary, GCSE, AS/2 Levels. Please visit our website http://www.tutorsatons.com/tutor-enrolled-for-application and CASUAL KITCHEN PORTERS required, varied shifts, including evenings and weekends. Please visit our website www.st-annes.ox.ac.uk/about/job-opportunities for an application form and further details.

**PROPERTY**  
**HOUSES & FLATS TO LET**  
**Student Property List OUT NOW!**  
 Properties Available In All Areas Including Jericho  
 Don't Miss Out!

**NOPS Student Letting**  
 47 Walton St, Oxford OX2 6AD  
 01865 318545

**the ST NOW AVAILABLE**  
 fkstudentletting.co.uk

**ROOMS TO LET**  
**JERICHO:** small single rooms to let near city centre. Starting at £120.39 per week. All bills and council tax included, wifi, no deposit required, females only, suit student or professional etc, aged 18 - 35 years. Minimum stay 6 months. Contact Catalyst Housing Office: 01865 552021 or e-mail: theresa.crayton@chps.oxford.uk  
**CENTRAL ROOMS AVAILABLE NOW FOR FLEXIBLE LETS**  
 Accommodation available for students in centrally located, fully furnished shared houses. Telephone, TV and wireless in all properties. £500 - £600 per calendar month inclusive.  
 Please email housing@osapabroad.com  
 OX3 8QG HEADINGTON: early March, single bedroom plus study/shower, HMV, share kitchen, WiFi, professional. £690 inclusive bills, wifi, parking. 399@users.dailinfo.co.uk  
 For Further Details and how to apply please visit our website at www.spc.ox.ac.uk/content/vacancies.

**BIKES**  
 OXFORD BICYCLE COMPANY: 251B Cowley Road, Newbury, Oxford, OX4 1JF. Tel: 01865 240879 or www.oxfordbicyclecompany.co.uk  
 OXFORD'S RECONDITIONED BICYCLES. Quality second-hand bicycles. Ideal for students. Free delivery in Oxford, 7 days a week. 50% trackback scheme available on all bicycles. For details: www.oxfordreconditionedbicycles.co.uk / 07411 262957.  
**GARDENING**  
 GREAT GARDEN SERVICE - GARDEN MAINTAIN - Oxford, Oxfordshire, OX4 1JF. Tel: 07841 599366  
 www.gardenmaintain.co.uk  
**DISCO & LIGHTING**  
 P.A. HIRE. LIGHTING hire. P.A., disco / lighting sales. 118 Cowley Road, 01865 722027, www.722027.co.uk

**D'OVERBROECK'S**  
**Teaching vacancies**  
 We have full-time posts available in the following two subjects:  
**Chemistry**  
**Physical Education**  
 Both posts are for one year from September covering maternity leave. Details of both posts and application forms are available on our website:  
 www.doverbroecks.com/posts  
 Please submit applications as soon as possible, but no later than Sunday 1 March 2015.  
 d'Overbroeck's is committed to safeguarding and promoting the welfare of all its students. An enhanced DBS check is a prerequisite for all appointments.

**club OXFORD**  
**Part-time Night Reception role £7.88/hr**  
 The post holder will be responsible for maintaining the security and domestic operational needs of the building throughout the night. Key responsibility of the post is also providing a reception service for the overnight guests, but is also carrying out basic reception and administrative duties.  
 Closing date: 12 noon Wed 11th March.  
 http://tinyurl.com/okaduxy

**The Porch Steppin' Stone Centre**  
**FUNDRAISER**  
 The Porch Steppin' Stone charity is a small well regarded charity in East Oxford. The charity helps people who are homeless or vulnerably housed to positively change their lives.  
 Donations and grants form an important part of the Centre's income, the post holder should promote the activities of the Centre and keep themselves informed of changes and new projects being developed to ensure funding applications are properly targeted. The post holder has responsibility in liaising with the Treasurer, the Finance Officer and the Doctor.  
 12.5 hours per week @ £10.60ph  
 Closing date: 16/03/2015  
 For an application pack please email: jonf@theporch.org.uk  
 For more information visit: www.theporch.org.uk

**RESEARCH INTERN FOR LOCAL MEP IN OXFORD** 8.30pm Mon - Fri to start immediately. Please contact office@beardie.eu if you are interested in sending a covering letter and CV.  
**THE AWARD-WINNING Cafe Loco in St Aldin's urgently requires** a permanent, full-time, part-time or casual barista/assistant barista. A flexible & enthusiastic person essential. Full- or part-time. Jobs@gojogroup.com  
**CAREERS VACANCY: IT SALES Business Development Executive, full-time, Salary package: £14k-119k plus XTE** depending on experience. 20 days paid holiday, plus XMAS. 399@users.dailinfo.co.uk  
**DOMESTIC CLEANER** Full or part-time required. Good salary. Please send CV. 399@users.dailinfo.co.uk  
**PART-TIME PERSONAL care assistant** need to assist young academic man in East Oxford. 10.20 hrs/week. £12/hr. Send CV to henzo@oxfordcareers.com  
**CUNNOR BASED WRITER** with falling eyeglass seeks experienced coach for Dragon Dietician on Mac. Fee, hours negotiable. 3685@users.dailinfo.co.uk  
**CAREERS VACANCY:** support clients in their homes. flexible hours offered. Call 01993 402200; email: care@cherycareerservices.com.

**ACCESSIBILITY - MYSTERY TRAVELER** Survey Allocator. Background: GfK has been commissioned by Transport for London to carry out a survey assessing accessibility across the transport network. To do this, GfK have developed Journeys that link different modes of transport (train, bus, tube, etc.) in London. We have a trained panel of assessors with different impairments to carry out these journeys whilst completing questionnaires on their impairments, their ability to do particular journeys and their location, to send out appropriate questionnaires, itineraries/maps, to address any issues assessors may have during fieldwork and resolve them where possible, to track every assessor and their completion of journeys - ensuring that all journeys allocated are completed and the questionnaires are sent back, to validate all associated expenses for fieldwork, to ensure that questionnaires have been completed properly for all journeys - communicating with assessors where appropriate. The person: an excellent communicator with a variety of people, role requires patience, empathy and understanding balanced with a need to understand the business requirements of the survey, a mature approach to issues and the ability to resolve these calmly, quickly and efficiently; extremely organized, able to work with the account team on a daily basis about the survey, Excel and Word; knowledge of London would be very useful; the ability to learn the processes required quickly and recommend improvements where appropriate; self-motivated, positive, enthusiastic and committed to the success of this survey. (Competitive hourly rate, 6 month fixed term contract. Please email your CV to nicola.black@oxfordcareers.com).  
**PERSONAL ASSISTANT/ADMINISTRATOR** to a small Mortgage & Protection Firm. I currently have a vacancy for a Personal Assistant/Administrator supporting 3 busy Mortgage and Protection Consultants in a small office environment based in Kidlington, Oxford. To initially cover maternity leave from 16 March 2015 for a minimum of 34 weeks with the possibility of a permanent position becoming available. The Applicant must have the following essential skills: advanced Excel knowledge, Microsoft Office & willingness to learn specialist database systems; the ability to prioritise workload especially when under pressure due to high levels of work; good communication skills, being able to work under pressure; has the ability to use initiative without being told what to do; work as part of a team, using common sense and having a sense of humour. Full training will be given in all aspects of the role. Monday - Friday 9.00am to 4.00pm. Half an hour unpaid lunch. The initial rate of pay is £9.00 per hour. 20 days Bank Holidays annual leave to include a compulsory week at Christmas. 5 paid sick days per annum. SSP after that. If the candidate has a driving licence within 20 mile radius of Kidlington, Oxford. For more information or to apply please send your CV. 3594@users.dailinfo.co.uk  
**TAYLORS DELI** is recruiting now! Various positions available 399@users.dailinfo.co.uk

**HOLIDAY LET**  
 SELF-CATERING, VEZELAY, Burgundy, in heart of medieval town. www.gitevezelay.co.uk, 3q7b@users.dailinfo.co.uk  
**FLAT WANTED**  
 TWO OLDER PROFESSIONAL women seek one or two bedroom flat/house/cottage in or around north Oxford. From March 15th. Unfurnished or partly furnished but with modernised kitchen. Affordable rent. We are responsible, clean, house-ground and keen home-makers who will take care of your property and features experienced in tourist lettings management. We have a fully house-trained, short hair tabby cat but we are very sensitive concerning hygiene, plus we can assure you that this cat has never damaged anything. At first only one woman in flat, later two plus cat. Garden would be a bonus. We can offer personal references. 3992@users.dailinfo.co.uk

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