

Job Title: Horse Gate Attendant

Job description:

As a Warwick Turf Club Horse Gate Attendant, you will ensure that Trainers, Horses, Stable hands, Jockeys safely enter and exit the horse movement area whilst logging their time of entry & exit of Racecourse and advise Trainers of Horse Stall allocations of their horse/s on entry. You may also need to assist with set up of your check in point and carrying equipment in and out of the Racecourse.

Job Responsibilities:

- Please arrive 20 minutes early each race day to check in with the Secretary's office which is located in the Members Building, this will allow you a few minutes to ask any questions you may have, receive updates that need to be relayed to you, and arrive on time to your work location for set up.
- After you have checked in, you will be given a bright coloured safety vest to wear with STAFF on the back.
- Please do not leave your post unless you have a replacement, contact the Secretary and she will arrange such a person.
- We recommend that you store personal items in your vehicle, as there are no secured areas to store your valuables (purse, backpack, etc).

Job Requirements:

- Be courteous and friendly. We depend on your good attitude and kind demeanour to make Warwick Turf Club a success. Please kindly refer any issues to the Secretary.
- Please dress appropriately for the weather as you will be outside during your shift. Closed-toe shoes are required.
- Record the entry & exit times of each horse for Bio Security reasons.
- Advise the Trainer of stall number/s allocated to their horse/s.
- Stay alert at all times and pay attention to your surroundings in case a problem arises and action is required.
- We politely ask that you limit mobile phone usage.
- Make sure that everyone entering the Warwick Turf Club through your check point is a licenced Trainer, Owner, Jockey, Stable hand with Queensland Racing Integrity Commission. Any persons who do not hold a valid licence must enter through the Main Public gate.
- Open and close gates if necessary. Kindly be willing to help out if problems arise.
- Additional duties may be assigned as needed.

Reports to:

Kristen Doyle, Club Secretary

FOR SAFETY & LIABILITY REASONS, THIS JOB IS BEST SUITED FOR THOSE WHO ARE:

- Comfortable working around horses
- Able to be on their feet for majority of shift
- Able to fully communicate, hear and understand directions clearly, and react quickly