



JOB OPENING: Race Timer Part Time

ChipTimingUK has an employment opportunity available for a part time ***Race Timing Manager***. ChipTimingUK is a leader in event production and sport timing. ChipTimingUK works with over 125 customers per year and uses industry leading Timing Systems and race scoring software.

We are looking for a passionate, detail-oriented, computer & technology savvy person. Candidates should have good customer service skills, be highly organised and a self-starter. Computer networking knowledge is a plus. Candidates must be comfortable working independently and as a member of a team. Strong and proven communication skills are necessary.

Applicants should be comfortable and thrive in a fast-paced and sometimes stressful environment and be able to lift 25kg comfortably and safely.

This position requires some travel and the ability to work events on nights and weekends. Familiarity with the running and triathlon industry is a plus. This person would report to the Director of Timing Operations.

We are a seasonal business. High season is spring and summer, Low is winter, and your weekly hours will reflect this, with more hours in the high season and agreed minimum hours during the low season.

Rates of pay.

Midweek office-based work is paid at a rate of £14 per hour. On average you will work 2 days a week from the office in Norwich. Up to £12k per year

Race Day Pay

You can expect to work 25 weekend days a year.

We pay a flat day rate day rate of £150 + Expenses and overnight bonus when you are at an event timing. Upt o £3750

Your total income will be between £14K-16K.

Responsibilities Include:

- Communicate with customers and Race Directors to ensure well organised events.
- Maintain and prepare race timing equipment on a weekly basis in the office.
- Prepare race timing and results software on a weekly basis.
- Liaise with and deliver equipment to our team on contract timers.
- Perform race day timing functions providing fast, accurate and reliable results.
- Perform post-race management of timing inquiries and errors.
- Communicate with Partners and critical services providers.



Qualifications:

- College degree preferred.
- MUST HAVE VALID DRIVER'S LICENSE AND CLEAN DRIVING RECORD
- Race timing/scoring experience is a plus but not necessary.
- Must be a self-starter and possess the ability to work both independently and as part of a team.
- Excellent communication skills, written and verbal.
- Strong customer service skills.
- Must be highly organised and able to prioritise and manage multiple projects at any given time specifically when under pressure.
- Strong computer skills with the ability to quickly troubleshoot problems.
- Proficiency in Microsoft Excel and data entry is a plus.
- Ability to travel and work nights, weekends, select holidays and extended hours as needed.
- Ability to lift to 25KG's.