



## TEMPORARY RECEPTION COVER

Juddmonte is a leading international bloodstock and racing group with farms in the UK, Ireland and the USA.

We are looking for a temporary receptionist to provide holiday and sickness cover on an ad hoc basis based at Banstead Manor Stud, Cheveley.

The successful applicant will have an excellent telephone manner, strong administration skills, a 'can do' attitude and bring a professional and confidential approach to their work. Previous experience in a reception role is essential along with a general knowledge of Microsoft applications, and the flexibility to cover any hours between 8.45am and 5.45pm, Monday to Friday.

Juddmonte offers an excellent working environment and a salary commensurate with experience.

**To apply, please forward your CV and covering letter by email to: [hr@juddmonte.co.uk](mailto:hr@juddmonte.co.uk)**

**Alternatively, you can post your application to:  
The Human Resources Department, Banstead  
Manor Stud, Cheveley, Newmarket, Suffolk CB8  
9RD**