

Principal: Nicola Cooper BA (Hons), NPQH

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Kepier
Believe in you

Casual Leisure Attendant

National Minimum Wage per hour

Kepier Academy (Houghton-le-Spring) has an extensive range of sports facilities available to the public to use outside of school hours. These include a full size AstroTurf, Sports Hall, Gymnasium, Dance Drama Studio, Fitness Suite and classrooms.

We are looking to employ an additional leisure attendant to work within the facility. Reporting to the Community Development Manager, your duties will include the setting up/taking down of sports equipment, taking bookings and payments from customers, general cleaning duties and the maintenance of customer records.

Experience of working within a customer service environment, preferably in a sport or leisure facility, and of cash handling would be an advantage. A good level of general fitness is also required, and the flexibility to cover shifts at short notice is essential. As some of the work will involve being outdoors on the site you must be prepared to work in inclement weather. The post holder will be required to undergo First Aid training, and carry out relevant duties upon qualification.

The facility is open from 5.00pm - 9.30pm Monday to Friday, and 8:00am – 4:00pm on weekends (the weekend hours may alter depending upon the needs of the business), all year round (excluding the 2 week Christmas/New Year School Holiday period). Attendant's shifts will fall within these hours. Applicants should be aware that weekend working will be a regular part of any hours.

Applications should address the person specification and evidence experience relating to the full job description. Applications should be returned to stobbartc@kepier.com by no later than 12 noon on Tuesday, 7th November 2017. The Interviews will take place as soon as possible after that date with a view to the post commencing at the earliest possible time. Please note applications can only be accepted on the official form available on-line; applications by CV only will not be accepted.

Kepier is committed to promoting and safeguarding the welfare of children and young people. Enhanced Certificate of Disclosures are required for this position. Please note that in all cases written references will be taken up and made available to interviewers before the final selection stage.

Applicants who have not been contacted within 2 weeks of the closing date should assume they have been unsuccessful.

Registered Office:
Dairy Lane, Houghton-le-Spring,
Tyne and Wear DH4 5BH
Company Registered in
England and Wales:
Registered Number 07693870

