



Position

Full time Duty Manager required for a busy sports, social and functions centre in East Molesey. We cater for all events from a football match to Wedding receptions.

Main duties will include

- Opening up and Locking up the building
- Handling cash
- Face to face customer service
- Supervision of events when on shift
- Moving furniture
- Showing the facilities to potential members & guests
- Working with all departments incl Bar, Catering and Swimming pool

Requirements

- Excellent standard of personal appearance
- Friendly and confident communicator in person, on the telephone and in writing
- Warm and friendly disposition
- Genuine desire to serve our guests
- Ability to coach and direct staff while on shift
- Organised and good attention to detail

Experience in hospitality preferred but not essential as full training will be given
Shifts will be on a rota system and will include Days, Evenings and Weekend shifts
Uniform Supplied

£10.50- £11.00ph