



## **JOB VACANCY AT PARTY AND PLAY FUNHOUSE**

### **DEPUTY MANAGER**

#### **Specification**

##### **Deputy Manager: Person Specification**

- Responsible, organised individual with commitment to their work
- Numerate and literate
- Friendly, reliable, honest and trustworthy
- Good team player and leader
- Good communication skills
- Ability to work under pressure
- Able to work on own initiative
- Be commercially aware
- Have enthusiasm and passion
- Be able to deal with any problems which may arise
- Good attention to detail and pride in work
- Be physically fit
- Keen to learn new things and meet new people
- Excellent level of customer service skills

##### **Deputy Manager: Main Duties and Responsibilities**

- Oversee the efficient running of all areas of the play-centre
- Maintain the highest levels of customer service at all times
- Lead, motivate and inspire a team of staff
- Deliver results and grow sales
- Key-holder duties
- Cash-handling and end-of-day banking and till reconciliation
- Administrative duties
- Maintain Health & Safety and Food Hygiene regulations
- Ensure all company policies and procedures are adhered to at all times
- Duty of care to colleagues and customers