**Job advert, April 2021**

**Front of House / Concierge**

**Full and Part time temporary contracts at any one of our 4 sites based in Newham.**

**National minimum wage, dependant on age**

activeNewham are looking for full and part time Concierge staff to work on a temporary basis across all our sites.

The activeNewham Concierge is friendly and professional and plays an exciting role in putting our customers first. The Concierge is responsible for the front of house provision, ensuring customer queries are resolved to a high standard. You will work closely with the leisure centre team and will sign post customers where needed. Previous experience in customer service is ideal.

We want you to be part of the centre team and contribute to the business’ success by actively promoting the centre and activeNewham by always ensuring first class customer service.

activeNewham is a Leisure Trust with Charitable status, working in partnership with Newham Council to deliver leisure, sports and volunteering opportunities in Newham. We operate 4 leisure Centres in Newham, we work hard to meet the individual needs of our members and the local community, with a wide range of facilities and services.

**activeNewham offers a range of benefits including**:

* free advice, information and counselling service
* contributory pension scheme
* corporate eye care scheme
* generous holiday entitlement
* free gym membership for yourself and partner
* training events to further develop your career
* Fully supported by a friendly and enthusiastic team

For full details of the role, please see the relevant job description.