



## **Operations Assistant (Part-time Weekends)**

**16.5 hours per week - £10.50 - £13..15 per hour**

All Star Tennis is a vibrant, friendly group of people dedicated to delivering high quality tennis coaching across Wandsworth, SW London.

We are currently looking for a new Operations Assistant to work with our team of Venue Supervisors during weekend daytime hours. If you'd like to get stuck into an exciting role which includes the following, we would love to hear from you:

- Venue Management
- Customer Service
- Programme support
- Promotion of events
- Coach Support
- Operational Support

### **Experience & Skills Required**

- An interest in sport.
- Previous experience in customer service is highly beneficial.
- The ability to work independently is essential.
- Strong written and verbal communication skills.
- Organised, punctual and committed.
- Flexible approach and ability to multi-task.

### **Benefits**

- You'll gain the opportunity to be part of a fun, collaborative and social team.
- The opportunity to grow into a role that can provide you with a multitude of skills.
- Access to free and low cost use of facilities
- Training and development opportunities
- Annual leave
- Good rate of pay
- Uniform provided

If you're interested, please email your CV to [jobs@allstartennis.co.uk](mailto:jobs@allstartennis.co.uk) and attach a short cover letter to your application.