



# CONIFOX

— ADVENTURE PARK • GASTROPUB • EVENTS —

## Events Assistant

### ROLE PROFILE

<b>ROLE TITLE</b>	Events Assistant
<b>CONTRACT TYPE</b>	Seasonal
<b>START DATE</b>	ASAP
<b>SALARY</b>	Variable wage (age and experience dependant)
<b>CONTACT</b>	Jonathan@conifox.co.uk

#### ROLE SUMMARY

Conifox is a family-owned business situated on the outskirts of Kirkliston. We operate a large outdoor Adventure Park and a newly completed indoor Activity Centre. Our Adventure Park opened in 2015 and offers a great space for families to enjoy, with picnic benches, BBQ and lots of fun activities to explore, from crazy foot-golf to go-carts, bouncing pillow to sandpit. There is something for everyone to experience.

The Activity Centre boasts a large adventure play frame, a toddler play frame, a toddler role-play town, 3 party rooms, a 200-capacity function suite and a 400-seater café selling the best freshly prepared food. There are facilities for large-scale events, which can cater for up to 4000 visitors. Complete with this £2million investment, Conifox is set to become a destination venue for events and recreational activities both locally and across Scotland.

As an Events Assistant, you'll perform a vital role as the public face of the Conifox Adventure Park events programme, ensuring that our customers have an enjoyable, positive, and safe experience. You will provide excellent customer service, directing and interacting with guests to ensure they remain safe at all times.

#### DUTIES AND RESPONSIBILITIES:

- Providing consistently high levels of service to customers attending events at Conifox Adventure Park and participating in the
- Greeting customers and checking tickets
- Setting up and cleaning event areas and routes to ensure everything is in position and ready for customers to arrive
- Clearing any hazards and controlling entry and exit of customers
- Monitoring guest flows and ensuring any social distancing measures are adhered to at all times
- Supervising visitors and providing safety briefings
- Providing information to guests, interacting with guests, and responding to guest queries

#### QUALIFICATIONS AND SKILLS:

- Excellent customer service skills, with the ability to work as part of a team within a public facing environment
- Flexible can-do attitude with an approachable and enthusiastic manner
- Ability to remain calm in emergency situations and make balanced decisions
- Experience of working in a tourism or leisure environment
- Have a moderate level of physical fitness
- Hold an Emergency First Aid or First Aid at Work Certificate
- Must be available for weekend and evening working