



JOB DESCRIPTION – LEISURE SUITE ATTENDANT

Title of Post: LEISURE SUITE ATTENDANT	Location: Share Discovery Village
Accountable to: POOL MANAGER	
Purpose of the Job: <p>The primary purpose of a Leisure Suite Attendant is to ensure the safety, cleanliness, and smooth day-to-day operation of the pool and gym.. They act as the frontline point of contact for guests, serving multiple roles to maintain a high-quality, welcoming environment.</p> <p>Core responsibilities typically include:</p> <ul style="list-style-type: none"> ● Facility Supervision: Monitoring the gym and swimming pool, to ensure visitors adhere to safety guidelines. ● First responder duties : Monitoring poolside areas, preventing accidents, and providing immediate first aid or emergency rescues when necessary. ● Hygiene & Cleaning: Performing routine sanitation of changing rooms, showers, fitness equipment, to maintain strict health standards. ● Customer Service: Welcoming guests, handling facility bookings, managing front desk enquiries. ● Safety & Compliance: Conducting routine checks, including pool water testing, monitoring chemical levels, and identifying and reporting maintenance hazards 	
NO CONTRACT, FREELANCE WORK.	Hours of Work: NO FIXED AMOUNT, YOU WORK WHEN THE BUSINESS REQUIRES IT.

This Job Description is a general outline of the post as it is currently perceived by The Share Discovery Village. It is not intended to be restrictive or definitive.

Each member of staff will have an individual work plan agreed with them following appointment to the post, which is aligned to the organisation’s strategic plan.

The responsibilities of the post may change in line with continuous improvements as The Share Discovery Village aims to meet its vision and objectives.

PERSONAL SPECIFICATION: - LEISURE SUITE ATTENDANT

Must be able to demonstrate all essential criteria whilst recognising the ethos of Share Discovery Village.

	ESSENTIAL CRITERIA		
	Proactive, self-motivated and energetic.		
	Excellent communication, organisational and time management skills.		
	Ability to work flexible hours, including evenings and weekends.		
	<u>Must have completed a First Aid Course and has the certificate in date.</u>		
	Must have a Safeguarding course done and a certificate to prove it.		
	Must be 18yrs old and over.		