

Job Description Receptionist

Company description

Target sports world is a company aiming to allow people to try their hand at urban target sports such as axe throwing, archery, crossbow, live-fire semi-automatic rifles,

multi-shot air rifles and pistols. Based in an industrial unit in Romford we aim to give our staff and customers opportunities not usually provided to members of the public, and all in one place.

Staff will be trained to answer phones, deal with digital contact forms, google, Facebook etc and how to use cameras and take digital pictures.

Your normal hours would be from 12 mid-day to 5 pm Wednesday and Thursday.

As part of the team that greets customers, you will be expected to cover other receptionists who take annual leave/sick leave, as required which may mean working at weekends.

You will also be expected to assist the instructors after training, to set up and take down the equipment to run sessions.

You are expected to be physically fit, highly articulate, numerate and with an outgoing self-motivated personality. Salary: From £10.50 per hour.

For the right person, there may be opportunities to train to become an instructor, but this is not guaranteed.

