

## **INTERNAL VACANCY**

### **Porter**

We are looking to employ a Hall Porter to assist with the running of the Front of house and greeting our members, guests, and senior clients both internal and external.

You will need to be able to deal effectively with all members, guests and senior clients and all ranks of the Armed Services and offer the very highest standards of customer care. You will need to help ensure that the Reception and Reservation department runs smoothly and efficiently at all times.

The ideal candidate must:

- be IT literate
- monitor, maintain and improve service and product delivery
- able to manage a team
- be able to demonstrate excellent focus upon customer care
- be an effective communicator
- have good organisational & presentation skills.

**If you are interested please send through your CV to Sadiki Carby on [Sadiki.Carby@vsc.co.uk](mailto:Sadiki.Carby@vsc.co.uk)**