

Person Specification

Job Title – Duty Manager

Part-time/ Fulltime

Service – Vestacare Hydrotherapy Centre

The person’s specification outlines the required skills, knowledge and experience for this post.

Please demonstrate how you meet the ‘essential’ and ‘desirable’ requirements for the post in each of the criteria using a clear structured format.

Criteria	Desirable	Essential	Method of Assessment
Qualifications		<ul style="list-style-type: none"> ▪ To undertake relevant training, ▪ First Aid 	Application Form
Experience	Previous experience in Spa/ Hydrotherapy Pool	<ul style="list-style-type: none"> • Experience working in the leisure industry 	Application Form
Knowledge Skills & Abilities		<ul style="list-style-type: none"> ▪ Supervision of the pool ▪ Ensure all equipment is safe and operational ▪ Complete daily safety and cleaning checklists ▪ Ensure customer safety at all times ▪ Money handling and management of bookings ▪ Ability to multitask ▪ Good communication skills ▪ Numerate ▪ Ability to work as part of a team ▪ Ability to work without direct supervision ▪ Demonstrate flexible working ▪ Commitment to and understanding of equal opportunities 	Application Form/Interview

		<ul style="list-style-type: none"> ▪ To take care to promote a healthy working environment and safe working practices in accordance with Health and Safety policy 	
Other Qualities		<ul style="list-style-type: none"> ▪ Excellent customer service and communication skills ▪ Ability to set and achieve high standards of cleanliness and personal presentation ▪ Able to work independently ▪ Friendly and approachable ▪ Positive attitudes towards people with learning disabilities ▪ Positive attitudes towards undertaking staff training 	Application Form/Interview
Special Conditions	Driver with full clean Driving Licence.	<ul style="list-style-type: none"> ▪ Good overall standard of health ▪ Ability to work weekends, early mornings and late evenings 	Application Form