

## Part-time Front-of-house position

We here at The Priests House, a wedding and events venue based on the site of the Grade-1 listed Barden Tower on the Bolton Abbey estate, are about to have an exciting path out of the COVID-19 pandemic. We have the highest number of weddings and events in our calendar than we have ever had. As such, we are looking for the ideal candidate to be a passionate and professional face who will help us carry our fantastic customer service onwards. As part of the role, you will need to be a front-of-house chameleon, being able to adapt to where the day/evening needs you whether that is table service, being on the bar or helping with venue preparation.

**Job Role:** Front-of-house

**Reports to:** Business owner

**Based at:** The Priests House, Barden Tower, Bolton Abbey, BD23 6AS

**Pay:** £9.50 per hour. Enrolment into the NEST Pension scheme. Share of tips for services worked.

**Perks:** Meals provided on shift. 10% friends / family discount for our occasional restaurant services.

Training provided. Opportunity to develop skills and work alongside the owners. 28 days holiday annually (pro-rata).

**Probationary period:** 3

**Notice period after probation:** Four weeks

**Hours:** 18-30 hours per week

### Key responsibilities:

- welcome guests to the venue
- provide efficient and friendly table service
- helping prepare the venue where required
- bar service
- other appropriate duties to meet the requirements of the business

### Key traits & skills:

We do not necessary feel specific qualifications are required. However, we do feel the best candidate should have strong communication skills, a professional but personable approach and be passionate about providing a service that exceeds our guests' expectations.

## Desirable

maths & English GCSE

## Personal Qualities

- fun and lively – enjoys working in hospitality and will thrive in a high performing team
- flexible - the hours for this position include unsociable hours and will not always be the same every week
- well presented
- trustworthy & reliable
- positive outlook with a good sense of fun
- works to an extremely high quality; taking pride in excellent client feedback
- excellent communication skills - able to talk to people at a variety of levels both internal to and external of the business
- excited about new experiences and responsibility

## Schedule:

- 10 hour shift
- 12 hour shift
- 8 hour shift
- Monday to Friday
- Weekends

We are hands-on owners who have run The Priests House for 16 years. Over that time, we have overseen the restoration of Barden Chapel, have developed a thriving wedding and events business and are excited to expand our team to make more “best days” happen.

If you are interested, and have experience please send an email with your CV and cover letter to [debbie@thepriestshouse.net](mailto:debbie@thepriestshouse.net) we would appreciate the chance to discuss further with you.