



Troubadour

WEMBLEY PARK THEATRE

TROUBADOUR WEMBLEY PARK THEATRE
CASUAL STAFF RECRUITMENT
JOB DESCRIPTION

Troubadour Theatres is a company which specialises in large-scale installation theatres. We build and operate go-to destination venues that are fully flexible, contemporary and impressive with the ability to showcase world-class entertainment whilst providing a greater audience experience for all. Our Wembley Park Theatre has recently opened in the former Fountain Studios, filming location for TV shows including Britain's Got Talent and The X Factor.

We are currently recruiting casual staff for the following roles:

- **Front of House Host**
- **Site Crew**
- **Stage Door Host**

Our **Front of House Hosts** are the first faces that the public see when entering the building. Working inside the auditorium, behind the bar and in the foyer, this role requires flexibility and a can-do attitude. Experience of working in a busy customer-facing role is desirable. Successful candidates will help us to achieve our high sales targets whilst maintaining our reputation for outstanding levels of customer service, alongside keeping all of our customers safe in line with our safety and security procedures.

Our **Site Crew** look after our premises on a day-to-day basis. This is an extremely spontaneous role that will cover a whole host of different tasks, including basic maintenance tasks, building security, putting up/taking down advertising posters, and much more. A willingness to lend your hand to any task is essential. Successful candidates will help us to ensure our building is safe, and operating as effectively as possible, as well as being able to develop a broad range of practical skills.

Our **Stage Door Hosts** operate from our Reception, the main entrance for staff, performers, contractors and visitors. This role will involve greeting visitors, coordinating signing in sheets and answering our external phone line, assisting customers with enquiries and performing other small admin tasks as required by the office-based team.

Please send an up-to-date copy of your CV, along with a cover letter to:

jobs@troubadourtheatres.com

Initial recruitment event will take place on Friday, 11 October 2019