

CONTRACTED STAFF BENEFITS

FREE USE OF WORLD CLASS FACILITIES • FREE UNIFORM (dependent on role) • DISCOUNT ON MEALS • OPTION TO JOIN DEFINED CONTRIBUTION PENSION SCHEME

Rates of Pay for 16 year olds are 80% of the rate shown and for 17 year olds 90% of the rate shown.

POSITION	CONTRACT/ OCCASIONAL	VENUE	SALARY	HOURS	ROLE REQUIREMENTS			CLOSING DATE	APPLICATION DETAILS
					Role	Essential Qualifications	Desirable Qualifications		
Customer Contact Centre Supervisor	Temporary Contract until 31 July 2019	Ponds Forge ISC	£9.67 per hour	24 hours per week to include evenings, weekends and bank holidays.	<ul style="list-style-type: none"> Negotiating pricing and specific contract based renewals. Handling customer objections and successfully generating new business. Following up on potential leads / customer call backs. Responsible for all planning, productivity, reporting. Working to achieve set targets. Enhance and refine the current sales and service strategic plan to ensure the Company has a clear plan to become a market leader. Improve business processes, organisation and reporting. Identify training and coaching needs within the team. 	<p>Must have experience of managing people within a call centre environment</p> <p>Positive attitude and a flexible team player.</p> <p>Motivated, target driven to succeed in a sales based role.</p> <p>Previous sales experience.</p> <p>Strategic thinking and the ability to communicate and execute the strategy effectively.</p> <p>Excellent understanding of what a great customer experience is and ability to coach and develop the team towards this goal.</p>	<p>Experience of PDQ machines.</p> <p>Experience of call/service centre environment.</p> <p>Able to speak/communicate in a second language.</p>	11.01.19	<p>Send applications to Karen Smith, HR Department, Head Office, 23 Carbrook Hall Road, Sheffield S9 2EH</p> <p>Email: jobapplications@siv.org.uk</p>
General Services Assistant	Contracted	Scarborough Spa and Whitby Pavilion	£7.83 per hour	37 hours per week to include evenings weekends and bank holiday working.	<ul style="list-style-type: none"> Customer facing role. Stewarding duties. Serving food and beverage. Functions/events – set up and set down of room(s) and equipment. General cleanliness and hygiene duties. 	<p>Anyone serving alcohol must be over 18.</p> <p>Excellent customer service and communication skills.</p> <p>Experience in a similar role and team working.</p>	<p>Working knowledge of health, safety and hygiene regulations, including COSHH.</p> <p>Health & Safety/COSHH Certificate.</p> <p>Basic Food Hygiene Certificate.</p> <p>First Aid Certificate.</p> <p>IT skills.</p>	11.01.19	<p>Send applications to Karen Smith, HR Department, Head Office, 23 Carbrook Hall Road, Sheffield S9 2EH</p> <p>Email: jobapplications@siv.org.uk</p>
Leisure Assistant	Contracted	Hillsborough Leisure Centre	£7.83 per hour	1 x 37 and 1 x 16 hours per week positions to include evenings weekends and bank holiday working.	<ul style="list-style-type: none"> Customer facing role. Lifeguard and pool supervision. Activity and special event set up. Monthly compulsory training. 	<p>National Pool Lifeguard qualification.</p>	<p>First Aid at Work qualification</p> <p>ASA Level 2 Swimming Instructor Certificate</p>	11.01.19	<p>Send applications to Tracey Hawsworth, Hillsborough Leisure Centre, Beulah Road, Hillsborough, Sheffield S6 2AN</p> <p>jobapplications@siv.org.uk</p>
Food & Beverage Assistant	Contracted	English Institute of Sport - Sheffield	£7.83 per hour	5 hours per week to include evenings, weekends and bank holidays.	<ul style="list-style-type: none"> Customer facing role. Serving food and beverage. Birthday parties and special events cover. General cleaning and hygiene duties. Anyone serving alcohol must be over 18. 	<p>Excellent customer service skills.</p> <p>Numeracy Skills.</p>	<p>Basic Food Hygiene Certificate.</p>	18.01.19	<p>Send applications to Gill Townley, HR Administrator, English Institute Sport-Sheffield, Coleridge Road, Attercliffe, Sheffield, S9 5DA</p> <p>Email: jobapplications@siv.org.uk</p>

Food & Beverage Assistant	Occasional		Ice Sheffield	£7.83 per hour	Occasional hours as and when required to include evenings, weekends and bank holidays.	<ul style="list-style-type: none"> Customer facing role. Serving food and beverage. Birthday parties and special events cover. General cleaning and hygiene duties. Anyone serving alcohol must be over 18. 	Excellent customer service skills. Numeracy Skills.	Basic Food Hygiene Certificate.	18.01.19	Send applications to Liz Parish, HR Administrator, Ice Sheffield, Coleridge Road, Sheffield S9 5DA Email: jobapplications@siv.org.uk
Catering Supervisor	Contracted		iceSheffield	£8.25 per hour	15 hours per week to include weekends, evenings and bank holidays	<ul style="list-style-type: none"> On a daily basis ensure the kitchen production and delivery of food and beverage aspects of the business to all users of the facility is to the highest standard. Ensure that all legislative guidelines in relation to health and safety and food hygiene are followed at all times. Supervise and manage the catering team. Order goods and services required. Customer facing role. Serving food and beverage. Birthday parties and event cover. 	Experience in a similar role. Working knowledge of Health and Safety and Hygiene regulations including COSSH and HACCP. Food hygiene certificate.	Ability to lead a team Good IT skills	18.01.19	Send applications to Liz Parish, Administrator, iceSheffield, Coleridge Road, Sheffield S9 5DA Email: jobapplications@siv.org.uk
Cook	Contracted		Ponds Forge ISC	£8.23 per hour	16 hours per week to include evenings, weekends and bank holidays	<ul style="list-style-type: none"> Prepare and produce food menu items on call order basis. Set up and replenish food counters. Ensure appropriate storage and disposal of food commodities. Operate clean as you go operation. Adhere to Company health & safety policy and health, safety and hygiene legislation. 	Experience in a similar role. Working knowledge of Health, Safety and Hygiene regulations, including COSHH and HACCP. Food Hygiene Certificate.		18.01.19	Send applications to Katie Drabble, Administration Assistant, Ponds Forge ISC, Sheaf Street, Sheffield S1 2BP Email: jobapplications@siv.org.uk
Gymnastics or Trampoline Coaches	Occasional		Various venues in Sheffield	£9.42 or £14.03 per hour dependent on level of qualification	Occasional hours as and when required to include evenings, weekends and bank holidays.	<ul style="list-style-type: none"> Coach gymnastics or trampoline to all age ranges and abilities. Customer facing role, ability to deal with queries regarding lessons. Responsibility for health and safety of customers at all times. Complete administration duties regarding registers, records of achievement and other admin duties as required. 	Gymnastics or Trampoline Coach Level 1 or above.	Previous experience. First Aid Qualification.	Ongoing	Send applications to Andrew McNiven, Senior HR Adviser, Ponds Forge ISC, Sheaf Street, Sheffield S1 2BP Email: jobapplications@siv.org.uk
Athletics Coach	Occasional		English Institute of Sport - Sheffield	£9.42 or £14.03 per hour dependent on level of qualification	Occasional hours as and when required to include evenings, weekends and bank holidays.	<ul style="list-style-type: none"> Teach athletics to all age ranges and abilities. Produce and deliver 10 week session plan with the 365 Awards Scheme. Compulsory training approx. every 10 weeks. Correctly set up, dismantle and store equipment. 	Level 1 & 2 Coaching qualification. Customer Service Skills.	First Aid at Work. Disability Awareness Training	Ongoing	Send applications to Gill Townley, HR Administrator, English Institute of Sport-Sheffield, Coleridge Road, Attercliffe, Sheffield, S9 5DA Email: jobapplications@siv.org.uk
Swimming Teachers	Contracted		Various Venues in Sheffield	£14.03 per hour	Contracts available from 2 hours to 10 hours per week.	<ul style="list-style-type: none"> Teach swimming to all age ranges and abilities. Customer focused and able to deal with queries regarding swim lessons. Compulsory monthly training. 	ASA or STA Level 2. NPLQ or NRASTC rescue qualification.		Ongoing	Send applications to Andrew McNiven, HR Manager, Ponds Forge ISC, Sheaf Street, Sheffield S1 1AA Email: jobapplications@siv.org.uk

Personal Trainers	Self-employed		Working across the multiple Fitness Unlimited venues	Self Employed OTE £20k-£40k	Opportunities on an income split agreement.	<ul style="list-style-type: none"> • Help to introduce you to our members with personal taster sessions and group exercise classes. • Build your own business providing personal training sessions in our gym. 	Level 3 Personal Training Qualification. Experience working in a gym based environment or as a Personal Trainer.	Group Exercise qualification.	Ongoing	Send CV and covering letter to Laura Jeffery, Fitness Development & Customer Loyalty Manager by email to: laura.jeffery@siv.org.uk
--------------------------	---------------	--	--	-----------------------------	---	--	---	-------------------------------	---------	--

- **Application forms are available at all SIV sites or by contacting the HR Representative for the role.**
- **Apply online by visiting our Careers section at www.siv.org.uk**

- **We are an Equal Opportunities Employer and welcome applicants from all sectors of the community.**
- **Roles classified as 'regulated' activity or include teaching or supervising children or vulnerable adults will require an enhanced check from the Disclosure & Barring Service.**