

<b>Role</b>	Night Porter
<b>Salary/Rate</b>	Competitive
<b>Location</b>	Clumber Park Lodges
<b>Company</b>	Coppergreen Developments Ltd

### **Description**

A fantastic opportunity has arisen for a Night Porter to join our friendly team at Clumber Park Lodges, Nottinghamshire.

### **Your duties will include:**

- Working across the site to deliver a range of Security & Maintenance duties, ensuring work is completed quickly and to a high standard
- Providing an excellent level of customer service
- Building and maintaining good relationships with customers
- Late guest check-in on changeover days
- General maintenance, repairs and handy-work (including common plumbing & basic electricals)
- To be responsible for night to night maintenance related issues on the park
- Ensure that all external areas such as car parks, paths and roadways are kept in a clean, tidy and well-maintained condition
- With the help of management, to plan, implement programmes of repair and maintenance work needed on site
- Ensure the good working order of all plant machinery and equipment
- To work as part of a team delivering outstanding customer service and standards
- Hot tub servicing and maintenance, including the cleaning of equipment, pumps, filters & pipe work
- Undertake water quality tests on a daily basis and record findings for all Hot tubs
- Assist with the installation pumps, filters, heat pumps & dosing units, in line with manufacturer's specifications
- Weekend working
- Completing all necessary paperwork & reports
- Conducting regular full site security patrols & maintaining security log
- Following site specific procedures
- Liaise with clients in a polite and professional manner
- Maintaining the highest standards of security
- Out of hours contact for our customers
- Be able to arrange emergency assistance

### **Key Skills & Qualities needed:**

- Experienced in Security
- Knowledge of maintenance problems and repair solutions
- General maintenance abilities – to include plumbing, carpentry, basic electrics, painting and decorating etc.
- Taking part in training as and when required
- Previous experience of working as a Maintenance Operative
- A highly motivated individual with excellent Maintenance skills Excellent customer service skills
- Knowledge of Health and Safety compliance Ability to interact positively and professionally with the public, and other members of staff
- Punctual, hard-working and able to use own initiative Benefits
- Competitive holiday entitlement
- Pension
- Competitive pay

- Access to Additional Training
- Training and development to progress within the company

### **Applying**

All applications must be accompanied with a current CV, which will be used to assess your suitability for the role. Please ensure all the skills, experience and qualifications requested are clearly demonstrated in your CV as explained in the body of the advert. References are required.

All applicants must provide their right to work documentation at interview stage, such as a valid passport which will be verified to check your eligibility to work and live in the UK