

Hayling Island Sailing Club - Job Description

Position – Maintenance/ Grounds person

Salary –£12.71 p/hr

Hours – 15 hrs p/w

Benefits: Use of Club Facilities, Discount on Food and Beverage, Free parking, uniform.

Reporting to – The General Manager and House Manager

Overview – The Maintenance person will complete maintenance of the Club premises both inside and outside. Maintenance of the Club House is completed by the Maintenance Person under direction from Club Management.

Responsibilities:

- Complete all Daily, Weekly, checks as required.
- Monitor and complete maintenance issues reported on job cards daily.
- Work with the General Manager and House Manager to monitor and complete maintenance jobs as required.
- Complete all General Maintenance and decorating of the club house, grounds and equipment as required.
- Empty the Bins around the site and club house when required to do so.
- Complete carparking duties when required to do so.

Additional requirements

- Enthusiastic and outgoing.
- Good maintenance skills generally.
- To have the ability to use own initiative when needed
- To have good communication skills at all times
- To show excellent customer service to all members and visitors.