



# Vacancy Saturday Manager

We are looking for a Weekend Centre Manager (Maternity Cover) to work at the Jungle Jungle play centre on every Saturday Until October 25

The managers responsibilities include

- Assisting the overall Manager by running the centre on a day basis
- Comply with all safety and legal requirements
- Comply with all food hygiene procedures and standards
- Manage a small team (1-3) assistants to enable the smooth running of the centre.
- Assist customers arriving for parties and general admissions
- Prepare and serve food and drinks (this is a significant part of the role)
- To help keep the kitchen and play centre clean and tidy
- To be a key holder for unlocking and locking up the centre
- To cash up at the end of the day

The Manager needs to be very much a hands on manager, knowing how, and helping to carrying out all tasks required by the team for that day.

Managers are required to have Level 2 Food Hygiene (we can provide a 2hr on-line course to complete this), and a One Day First Aid course (we can provide a course for this).

Standard hours of work are 9.00am to approx. 5.30pm on Saturdays, with occasional evening work (up to 8.00pm) and some Sundays.

This position is a temporary position to cover maternity leave, and is expected to last until October 25.

If you would like to apply, **please E-mail a CV** to Julian on [info@jungle-jungle.co.uk](mailto:info@jungle-jungle.co.uk), stating that it is for the Managers vacancy.

**Please note : You may be asked to undertake a DBS check.**



**Jungle Jungle Andover**  
**Saturday Centre Manager**  
**(Maternity Cover)**  
**Further Information**

**Days of Week :** Saturday (with some Sundays to cover holiday etc.). Some opportunities for additional hours.

**Hours :** 8.00 Hours per day - 9.00am to 5.30pm on Saturdays. Daily Lunch Break is 30mins. There will be a requirement to work some evenings (to cover parties etc). These can be until 8.00pm, and some Sundays (to cover Sunday Manager Holidays).

**Holiday :** On a pro-rata basis - 28 Days per year based on a 5 day week. As the centre is open 361 days per year, all Bank and Public Holidays are treated as normal working days.

**Rate of Pay :** Currently £11.75 - £12.80 (£12.50 - £13.55 from 1<sup>st</sup> April 25) per hour depending on age.

**Method of Pay :** Monthly via BACS transfer on 9<sup>th</sup> of each month (for all hours worked in the previous month – 1<sup>st</sup> to 31<sup>st</sup>)

**Reports to :** The overall Centre Manager / Directors

This post is for a centre manager (Saturdays). Whilst the centre manager has the backup and support of the overall Manager and the Directors, it does require a motivated individual who can operate without direct supervision, who can communicate with customers and staff (both young and old), have a keen eye for detail and high standards, and be able to work in a small team of staff.

This position is a temporary position to cover maternity leave, and is expected to last for until October 25. The first 4 - 6 weeks will be training with another Manager.

**To Apply, please E-mail your CV to Julian on [info@jungle-jungle.co.uk](mailto:info@jungle-jungle.co.uk) stating that it is for the Managers vacancy.**