

Employer: Tyne Events

Vacancy: Assistant Event Dresser

Hours: 30 hours over the full week or weekends

Salary: £11.44 per hour – Meets Min National Wage

Working pattern: flexi hours

Number of vacancies: 1

Job Summary

Overview:

- Design and implement event decorations in conjunction with manager
- Source and purchase materials for decorations in conjunction with manager
- Set up decorations for events
- Ensure decorations meet safety standards in conjunction with manager
- Take down decorations after events
- Arrange appointments with clients
- Ensure all relevant paperwork completed
- Meet clients at the shop or venue in conjunction with manager
- Maintaining a professional appearance and attitude

Qualification and skills:

No qualifications or experience necessary as all training will be provided by the company. This includes all aspects of event dressing. **With a view to starting their own business**

The company are looking for someone who has:

- Good communication and interpersonal skills as will be working with a wide range of clients
- Enjoys delivering very high quality services
- Good organisational skills
- Being able to work under pressure within a supportive team
- Willing to learn all aspects of the business
- The job involves a lot of physical work so must be physically fit
- Must be flexible with work hours as focus of work is weekends



Essential skills, experience and qualifications

What do we expect to see from you?

This is a starting role, so we don't need qualifications or experience... that's what we're here for. But there are a few key behaviours and skills we want to see from our candidates; and these are ones that if you possess and can demonstrate; you will make this work placement a real success!

- A commitment to own learning and development and ready to complete the training on offer
- Ability to work well as part of a small team
- Ability to demonstrate customer care and to be polite and courteous
- Able to follow instructions and health and safety guidelines
- Good communication skills