



The Outdoor Coffee Specialists

POSITION: EVENT SITE MANAGER

We require:

- Full Time Position based in Hereford with Events countrywide
- Must be available from early March

We can offer:

- Competitive salary based on experience
- Exciting opportunity to progress in an upcoming outdoor event specialist company

Who we are:

We are passionate about a quality product and maintaining our already high standards of customer service and presentation. We are looking to fill a new key position to enable us to develop and expand our outdoor coffee business.

We are seeking someone who would relish the opportunity to run the event side of our coffee business. Working closely with the MD, this is a Senior Position and the business needs someone dedicated and with a view to becoming the Event Manager of the Company. The role also needs someone who will take responsibility for all on site management out in the field, and also includes working away at shows and exhibitions at least 3 days a week.

Duties to include:

- Maximising sales at events
- A significant element of outdoor, manual work is required.
- Staff supervision and strong leader

- Accountable for all aspects of each event inc responsibility for the event takings, ie security
- Safe handling, safe transportation and safe installation of units

Key qualities needed:

1. Drive and Determination
2. Professionalism
3. Ambitious
4. Assertive
5. Flexible – Events Countrywide
6. Good Communicator
7. Customer Service Skills
8. Lead by example

Ideal Attributes:

The ideal candidate may also have the some or all of the following:

- Experience working in the events industry (preferably catering and/or project management).
- Relishes responsibility/natural leader
- Live locally
- Flexibility in attitude towards working hours
- Basic plumbing, electric, mechanical skills
- HGV driving classification

Please send CV and/or covering letter to:

coffeecartcompany@gmail.com

Closing date for applications is 10/02/2012

First Interviews will commence 15/02/2012

Start date – March 2012

We would like to note that we are a equal opportunities company and welcome all who are interested in this role to apply, but please be aware that due to the sheer volume of applications we are likely to receive, only candidates who we feel would suit the role will be contacted for the first stage of interviews.