

Tunbridge Wells Borough Council

Person Specification



POST TITLE: Ice Rink Manager
GRADE: 5
SERVICE: Assembly Hall Theatre

CRITERIA	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
EXPERIENCE	<p>Previous work experience in events and health and safety for events.</p> <p>Experience in staff supervision and/or management.</p>	<p>Project management</p> <p>Event site building</p>	
QUALIFICATIONS/ TRAINING	<p>Educated to minimum GCSE or equivalent standard, including English and Maths</p> <p>First Aid at work</p> <p>Health and Safety</p>	<p>IOSH qualification</p>	
KNOWLEDGE	<p>Knowledge of managing events</p>	<p>Knowledge of managing ice rinks</p> <p>CDM Regulations</p>	
PRACTICAL & INTELLECTUAL SKILLS	<p>Excellent organisational and time management skills, able to prioritise.</p> <p>Excellent communication skills (verbal and written).</p> <p>Good IT skills including Word, Excel and Outlook.</p> <p>Good DIY skills.</p> <p>Great attention to detail.</p> <p>Able to develop and sustain effective working relationships with a wide variety of people.</p> <p>Good leadership skills, able to motivate and manage multiple teams.</p>		

CRITERIA	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
DISPOSITION/ ATTITUDE	<p>Methodical, thorough and conscientious.</p> <p>Well presented.</p> <p>Remains calm and works well under pressure.</p>		
SPECIAL REQUIREMENTS	Competent skater		