**Customer Service Assistant (Full Time)**

The role of Customer Service Assistant will be responsible for the delivery of an excellent customer experience at both The Landmark, Ilfracombe and the Queen's Theatre, Barnstaple. This includes all visitor operations including customer service, ushering, bars and food service and ticket sales/box office.

The successful candidate will work as part of a strong team, delivering exceptional service for all occasions, including pre-show bars and dining, events, conferences and daytime cafés/bistros, as well as ticket sales face-to-face and over the phone. At all times, the role must have a can-do attitude and act as an ambassador for the Company and venues.

Selladoor Venues is committed to being a diverse and inclusive organisation and we are keen to make our workforce more representative of different backgrounds and experiences of the communities we serve. We work to remove barriers and pride ourselves on giving opportunities to people of all walks of like and all class backgrounds. We welcome applications from people who are under-represented in our organisation. These include those who identify as LGBTQIA+, D/Ddeaf, disabled, those who are early in their careers or come from groups who experience racial inequality.

We are committed to protecting the privacy and security of your personal information. If you would like to see a copy of our privacy notice please write to us.

Selladoor Venues is committed to safeguarding the welfare of participants and partners. Applicants will be asked about any previous convictions, cautions, reprimands, including those that are considered ‘spent’ as defined by the Rehabilitation Offenders Act 1974 (Exceptions) Order 1975 (Amended 2013).

Job Types: Full Time , Permanent

Salary: £19,760.00 per year