



POST: FRONT OF HOUSE CREW X4 (FIXED TERM CONTRACT)

REFERENCE: NCACC/04/2024

SALARY: MARKET RELATED

LOCATION: KIMBERLEY

CLOSING DATE: 29 JULY 2024 AT 17:00 PM

REQUIREMENTS:

Grade 12 or equivalent qualification. Three years (3) of related experience, minimum of two years' work experience at the Northern Cape Theatre. You should have passion for theatre and a willingness to learn new skills and techniques. The Front of House crew is part of the Customer Experience team. You will be the face of the Northern Cape Theatre and should be motivated to deliver exceptional customer service and experience. This integral position requires reliable, adaptable individuals who are naturally personable and who will positively promote the reputation of the venue and its productions. You must be prepared to work long and unsociable hours including evenings, weekends and holidays.

RESPONSIBILITIES:

To keep a high and consistent standard of appearance, ensuring that the Northern Cape Theatre is immaculately and positively represented. Maintain the cleanliness of all Front of House service areas including the bar, kitchen and the auditorium. To actively engage in regular check-ins with the Front of House Supervisors and Manager, providing feedback for colleagues, and working towards agreed goals. Assist in ushering the audiences, ticketing and selling of merchandise, To actively participate in training programmes and attend training courses as required to further self-development. To complete any other reasonably delegated tasks that may assist the Northern Cape Theatre in achieving its business objectives. Have a thorough understanding of productions content; venue layout to provide clear and accurate information to customers, to promote shows, and to ensure a safe environment for all. Maintain health and safety standard and practice of the Northern Cape Theatre.

PREFERENCES:

Youth, women and people with disability will receive preference and priority for this job vacancy. In addition, they may be eligible to receive waivers for postsecondary educational requirements outlined in this job vacancy.

APPLICATIONS:

*Applicants can apply manually using new Z83 form accompanied by a detailed CV. Certified copies of qualifications and other supporting documents will be required from shortlisted candidates. Applications to be submitted at Mayibuye centre, corner Hulana and Tshaka Street, Galeshewe, Kimberley, 8300. Or email to [info.ncacc1@gmail.com](mailto:info.ncacc1@gmail.com)*

*Correspondence will only be entered into with short-listed candidates. Applications received after the closing date will not be considered.*