



Venue Attendant – Casual

We are looking to employ a casual Venue Attendant at Castlereagh Conference Centre to join our team. Our venue has 6 cabins each with 8 beds, together with meeting and dining space for up to 80 people on peaceful park like grounds with views to the Blue Mountains.

Tasks & Responsibilities

- **Housekeeping & Cleaning** - Cleaning showers, toilets and bathrooms in accommodation rooms. Making beds and removing rubbish from guest rooms. Cleaning mirrors and windows. Vacuuming, sweeping and mopping. Cleaning and setting up meeting rooms. Collecting and removing rubbish.
- **Venue Presentation and Operations** - Leaf blowing driveways, paths and carparks. Mowing, weeding and general garden maintenance.

Experience/Skills

- High level customer service skills
- Attention to detail
- Teamwork skills.
- Ability to work with minimal supervision.
- Availability and willingness to work weekdays, weekends and public holidays.
- Appropriate health and fitness to carry out all duties in a safe and efficient manner
- This position requires a valid Working with Children Check
- Must have own transport

Benefits

- Friendly team
- Staff uniform provided
- Peaceful work environment close to home (near Penrith)

To Apply

If this sounds like you, please send your resume with a cover letter to the Centre Manager at, email: bookings@castlereagh.org.au