

Leisure Assistant/Receptionist

Department	Island Spa
Reporting To	Spa Manager
Salary/Hourly Rate	£8.25 ph (start)
Hours	40pw (some flexibility required at busy times)
Contract Length	Seasonal to May to September

We require a Receptionist/General Assistant to work in our Leisure Spa, which consists of Massage & Beauty treatment rooms, Swimming Pool, Sauna, Jacuzzi, Gym, relaxation area and small shop.

Responsible for:

- Handling all customer enquiries and taking bookings and confirmations for treatments
- Taking bookings for the outdoor tennis courts.
- Processing payments on the computerised till system.
- Carry out chemical pool checks
- Replenish towels
- Sorting and sending linen to the cleaning company
- General upkeep and cleanliness of the Leisure Spa.

The ideal candidate will be:

- Hard working, flexible and enthusiastic
- Have Excellent Customer Service skills
- Able to maintain a consistently high standard of customer care at all times
- Of smart appearance and well presented (Uniform is provided)
- Able to speak and understand English fluently

About Tresco Estate

Tresco Estate is a family-run business on the Isles of Scilly, 28 miles from the Cornish coast, comprising Tresco Island, and Hell Bay Hotel on the neighbouring island of Bryher. Tresco Island comprises timeshare and rental cottages, two restaurants, an inn, a world famous garden, gallery, leisure spa, shop and a working farm. Hell Bay Hotel on Bryher is an award-winning boutique hotel with 25 suites, a 3 AA Rosette restaurant, Crab Shack, therapy shed, yoga studio and outdoor pool.



Working & Living Here

We offer excellent rates of pay, provide all staff with accommodation and pay for your travel from Penzance at the beginning and end of your contract period. All of our staff are paid at National Living Wage or above, and many positions offer gratuities and the option of paid overtime. We know a good team member when we see them, and there are regular opportunities for progression within our business.

Tresco and Bryher have small and welcoming communities and share a small school, located on Tresco.

Besides getting to work on a beautiful island with the beach on your doorstep, you'll also receive extensive benefits. These include 20% discount in our shop and restaurants, complimentary boat tickets and free use of camping equipment and kayaks to explore the islands, and preferential rates in our holiday accommodation so friends and family can come and visit.

To Apply

Please submit your CV and a covering letter to personnel@tresco.co.uk or Personnel, Tresco Estate, Tresco, Isles of Scilly, TR24 0QQ.