

# Job Offer:

# Manager

Are you looking for an enriching experience within a young and dynamic team, in a stimulating work environment located at the heart of the excitement in the Clock Tower Quay e in the Old Port? If so, we would like to meet you!

#### **Your Responsibilities**

Reporting to the Director of Operations & HR, you will be responsible for overseeing all activities of the attraction, including ticketing, entertainment, catering, and maintenance. Your duties will include:

- Managing cash operations and deposits.
- Ensuring the safety and cleanliness of equipment, making corrections as necessary.
- Enforcing safety and sanitation rules.
- Supervising the opening and closing of the labyrinth.
- Writing a daily report of events and providing feedback to team leaders and superiors.
- Managing inventory.
- Scheduling shifts.
- Evaluating workload, paying particular attention to group reservations.
- Promoting excellence in customer service.
- Participating in staff selection and training.
- Sharing relevant information with employees and organizing team meetings.
- Embodying the company values: integrity, respect, inclusion, commitment to a positive work environment, staff development, and customer orientation.

#### Your skills

- Complete (or are about to complete) degree in administration, management, or HR, or relevant experience.
- Bilingualism, punctuality, organization, proactivity, and a cheerful personality.
- Integrity, autonomy, responsibility, analytical thinking, and quick decision-making.
- Ability to effectively lead and motivate teams.
- Ability to maintain calmness, tact, and excellent interpersonal relationships.
- Efficient multitasking and prioritization.
- Motivation to achieve team goals.

## Our offer

- A complete training.
- Pre-established work schedule (30 to 40 hours per week) with flexibility for leave.
- Pleasant atmosphere where you can flourish.
- Discounts applicable to activities in the Old Port.

## Our operating season

- Open every weekend and public holidays from April 27th to June 14th and from September 2nd to October 27th.
- Open daily from June 15th to August 30th from 10:00 AM to 10:00 PM.

We look forward to receiving your CV and a brief letter explaining your motivations at <a href="mailto:rh@soslabyrinthe.com">rh@soslabyrinthe.com</a>. Starting date: Week of April 15th, 2024, for training. Season starts: April 27th, 2024.

Thank you for your interest. However, only those selected for interviews will be contacted. Thank you.