



www.bouldering.co.nz

Role Description

Assistant Manager

Background

Bouldering Limited (trading as Uprising) is a commercial bouldering facility, fitness gym, yoga studio and café/bar based in Waltham, Christchurch. The business is an important hub for the local climbing and yoga community, and a showpiece for our sister company Uprising Industries

- The Assistant Manager (AM) role is flexible between 32-40 hours a week, and will require regular weekday evening shifts and at least one weekend day a week.
- The job is based at Uprising at 199 Ferry Road, and will occasionally involve some travel
- The position reports to the General Manager, who will meet with the AM on a regular basis to review operations.

Key Responsibilities:

- Foster a positive workplace culture by directing and supporting the wall team in their daily operations
- Assist the GM with the implementation and improvement of the Uprising Safety Management System
- Assist in daily tasks including administration, cleaning and maintenance
- Introduce new customers to the facility and ensure an optimal customer experience
- Develop and maintain relationships and goodwill with customers, suppliers and stakeholders
- Assist the GM with the management of group bookings
- Assist in financial reporting and cash management procedures

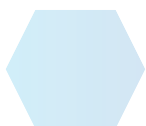
☐ 02041442402



✉ gm@bouldering.co.nz



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Essential Skills and Experience

- **Positive Leader** - Experience in managing a team and capable of fostering a positive workplace culture, through democratic leadership and clear communication.
- **Team player**- Excel at working collaboratively with others and actioning team goals.
- **Exceptional interpersonal skills** – Provide positive interaction with customers, staff and vendors.
- **Computer literate** – Google suite and Excel competent
- **Safety management** - Experience of working under and implementing a safety management system which takes all practicable steps to avoid injury to customers, staff and public. Capable of recognising and neutralising hazards in a climbing and fitness environment.
- **Attention to detail** - Proven ability to be meticulously accurate in documentation, logistics and communication.
- **Passion for the industry** - Must be a dedicated member of the global climbing community and have a passion for the sport.
- **Current first aid certificate** – Able to deal with incidents in a professional manner.
- Prior experience working in the climbing, fitness or adventure industry a strong advantage.
- **NZ Resident or Work Visa Holder**

Remuneration

- Negotiable based on experience
- At or above industry standards

Start Date

- Negotiable early 2021

Contact Details

Resumes and general enquires can be forwarded before 21/12/2020 to:

Callum Renton

General Manager

Uprising

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