



## Reception Attendants Casual Positions

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*Penrith Panthers are looking for enthusiastic and experienced customer service professionals to join our multi-skilled reception team.*

Providing our members and guests with a warm 'Panthers' welcome as they enter the club, you will be the first point of contact and will have a great impact on that important first impression of our amazing Panthers Club. As the face of Panthers, the successful candidates will live, breathe and promote the Panthers brand to our members and guests in a positive and energetic manner. Panther's patrons will expect you to be a fountain of knowledge and have the ability to assist them with all of their enquiries. Keeping up to date on all of the happenings within Panthers, you will enthusiastically promote what's happening at the Club, now and in the future.

**Enjoying various tasks, your main duties will include, however are not limited to:**

- Providing exceptional customer service to Panthers members and guests;
- Meeting, greeting and signing in all patrons entering the club;
- Provides information to members and guests concerning entertainment, functions and dining options;
- Handling customer enquiries in person and over the telephone;
- Promoting and providing membership and ticket sales for both the Club and Football;
- Driving the courtesy Bus and Buggy;
- Handling cash and electronic monetary transactions.

**To be successful in this role, you will have:**

- Previous experience in a busy reception role;
- Outstanding customer service skills;
- Exceptional communication skills written and highly professional phone manner;
- Basic to intermediate computer skills;
- Full NSW Drivers Licence;
- Possess strong attention to detail including accurate data entry;
- A strong work ethic and ability to work well in a team environment as well as autonomously;
- High standard of personal grooming and;
- RSA and RCG Certificates.

You will be passionate about consistently exceeding customer expectations, highly organised and have the ability to work well under pressure. You are required to be available 7 days a week to work days, nights and weekends as required.

If this sounds like the position for you and you are up for the challenge, then please apply now!

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### Want to Apply?

Please send your Cover Letter and updated Resume to -  
[employment@panthers.com.au](mailto:employment@panthers.com.au)