



SPORTS TIMER FOR ACTIVE TRAINING WORLD

PERM/CONTRACT: PERMANENT	HOURS: FULL TIME INCLUDING ESSENTIAL WEEKEND WORK
LOCATION: REMOTE/ OFFICE AVAILABLE: HARPENDEN, HERTFORDSHIRE	SALARY: 20-24K
CLOSING DATE: 31ST MAY 2021	INTERVIEW: 1ST ONLINE INTERVIEW/ 2ND ROUND TASK

Active Training World (ATW) is an organisation that specialises in delivering high-quality endurance events and activities, ranging from fun runs, up to marathons and long-distance triathlons. The organisation has grown significantly in the last few years, providing events services to race organisers and is looking to diversify both geographically and into other related products and services in 2021 and beyond. This is a unique opportunity to join an organisation made up of passionate individuals with a huge amount of experience in event organisation and delivery. The team is small but highly motivated and committed. A successful candidate will be given the opportunity to bring their own creativity and ideas to this role and look to play a significant role within the team of this dynamic organisation.

DESCRIPTION OF THE ROLE

One of the most important aspects of a sports event for a competitor is their race time. This role delivers on that key element of our running and multi sport events. This job is not for someone who likes to remain behind a desk but will suit someone who enjoys travelling the country, being involved with sports events at the weekend and is passionate about learning new skills and delivering a first class service. Full training will be given on the timing software and equipment.

Office Based pre and post race responsibilities:

- Prepare and pack equipment in advance of each race event.

- Check all equipment after each event and tidy away efficiently.
- Regularly test and maintain timing equipment.
- Prepare registration packs for participants.

Event Based responsibilities:

- Set up and pack away timing equipment at the start and finish of race event.
- Produce event results live at the race.
- Deal with organiser and participant queries efficiently and courteously.
- Proactively identify timing issues and take action to prevent disruption to the race process.
- Upload race results online where applicable.
- Undertake quality control of race results, identify and deal with any mistakes.

CANDIDATE SKILL/EXPERIENCE REQUIREMENTS

To be considered for the role you must;

- Be confident with computers and IT equipment.
- Be willing to work weekends and early mornings.
- Have great attention to detail.
- Hold a drivers license and have access to a vehicle.
- Be able to work in a high pressure environment.
- Have the ability to work independently or as part of a team.
- Be a problem solver.
- Have high standards and be self-motivated.
- Enjoy working outdoors.
- Be friendly, approachable, and have a can-do attitude.
- Be highly organised and have a structured approach.
- Have great communication skills.

DESIRED BUT NOT ESSENTIAL SKILLS

- Knowledge of IT networking.
- Have a keen interest in sports.
- Experience of working in sports events.
- Knowledge of RaceTec or similar race timing software.

To Apply: Please submit your CV and a covering letter explaining why you feel you are suitable for the role, to michaelb@activetrainingworld.co.uk.