USHER x 15

(Ad-hoc basis)

Front of House

BAXTER THEATRE CENTRE

The Baxter Theatre Centre seeks to appoint fifteen **(15)** Ushers in the Front of House department on an ad-hoc basis for appointment commencing 10 November 2025. The successful candidates will assist the Front of House staff to provide excellent customer service to the Baxter's patrons and ensure public safety.

Requirements:

- A Grade 12 certificate.
- A friendly disposition coupled with sound interpersonal and communication skills (verbal and written).
- Fluency in English and at least one other official language.
- The ability to work well under pressure, both as part of a team and independently.
- Alertness and the ability to think quickly in an emergency.
- A strong sense of customer service.
- The flexibility to work according to the Baxter Theatres operational hours.

Advantageous:

- Previous working experience in either the hospitality industry or a theatre.

Duties and Responsibilities:

To assist patrons at the Baxter Theatre Centre by performing duties such as:

- Scanning admission tickets.
- Ensuring that patrons are seated timeously and in the correct venue.
- Assisting patrons to find their seats.
- Help patrons to locate facilities such as the restaurant, bar, and toilets.
- Assist with any patron's special needs as and when required.
- Resolving seating disputes and any other patrons' concerns.
- Guiding patrons to exits or entrances.
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The rate of pay per hour is R50,91.

To apply, please e-mail the below documents in a **single pdf file** to Mr Jerome Fish at jerome.fish@uct.ac.za. They may also be posted to the Front of House Management Team, Baxter Theatre Centre Main Road, Rondebosch, 7701.

- UCT Application Form (download at http://forms.uct.ac.za/hr201.doc)
- Cover letter, and
- Curriculum Vitae (CV)

Please ensure the title and reference number are indicated in the subject line.

An application which does not comply with the above requirements will be regarded as incomplete. Only shortlisted candidates will be contacted and may be required to undergo a competency test.

Telephone:	021 685 7880 / 021 680 3967
Website:	http://www.baxter.co.za/
Reference number:	E25936
Closing date:	17 October 2025

"UCT is a designated employer and is committed to the pursuit of excellence, diversity, and redress in achieving its equity targets in accordance with the Employment Equity Plan of the University and its Employment Equity goals and targets. Preference will be given to candidates from the under-represented designated groups. Our Employment Equity Policy is available at www.uct.ac.za/downloads/uct.ac.za/about/policies/eepolicy.pdf. "

When you apply for a position at UCT, we collect your personal information to assess your application, communicate with you, and coordinate interview logistics. Information such as race, gender, nationality, and disability status is used to support our Employment Equity obligations. We also verify your references, qualifications, conduct criminal and, for certain roles, credit checks. For more information about how the University of Cape Town uses personal information and your rights, please email popia@uct.ac.za.

The University reserves the right to extend the closing date for applications if deemed necessary and reserves the right to make no appointment.