

Active IQ is a leading Ofqual-approved awarding organisation for the Active Leisure sector. Due to our continued success and business expansion we seek to add the following professional, customer orientated individuals to our head office team.

### Customer Support Manager, £20,000 - £25,000 per annum

Heading up our customer support function, with direct line management responsibility for the Customer Support Assistant you will be a qualified fitness professional (minimum Level 2) and ideally have line management experience. IT proficiency in the MS Office suite of programmes is essential, alongside excellent oral and written communication skills with the ability to prioritise and delegate whilst providing outstanding customer service.

### Examination Markers, £7 per hour

Active IQ requires exam markers to support its administration team. Successful applicants will have an eye for detail and be able to work on their own initiative adhering to deadlines. Preferable hours will be 6.30pm to 9.30pm Monday to Friday, however these hours may be flexible for successful applicants.

For more information and an application form please contact **Zoe Cass** on **01225 717267** or [zoe.cass@premierglobal.co.uk](mailto:zoe.cass@premierglobal.co.uk). Closing date is Wednesday 3rd February noon.

